

REGULATIONS AND ORDERS

FOR THE

ARMY BRIGADE

OF

THE SCOTIA

ISSUED BY

MAJOR PETER N. D.

BY COMMAND OF HIS EXCELLENCY

WILLIAM FENWICK WILLIAMS

OF THE 4th B.

Commander-in-Chief of the Land Forces

of the 4th B.

HALLMARK, N. S.

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FOR THE
NAVAL BRIGADE
OF
NOVA SCOTIA.

PREPARED BY

MAJOR PITTS, N. B.

BY COMMAND OF HIS EXCELLENCY

SIR WILLIAM FENWICK WILLIAMS,

OF KARS, K. C. B.

*Commander-in-Chief of the Local Forces,
&c. &c. &c.*

HALIFAX, N. S.

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REGULATIONS AND ORDERS

FOR THE

NAVAL BRIGADE

OF NOVA SCOTIA.

His Excellency the Commander-in-Chief has been pleased to give orders for the formation of a Naval Brigade in the Province of Nova Scotia, and commands that the following Regulations and orders be circulated and strictly observed by such Naval Brigade.

The Brigade will consist of eleven Divisions, each sub-Organization.

Divided into Companies of fifty-four men, and which hereafter may be increased in strength, as the exigencies of the service may require, distributed at the following Seaports:—

1st Div.	6 Companies	Halifax County,	Located at	Halifax.
2nd "	2 "	Queen's "	" "	Liverpool.
3rd "	2 "	Lunenburg "	" "	Lunenburg.
4th "	3 "	Yarmouth "	" "	Yarmouth.
5th "	1 "	Digby "	" "	Digby.
" "	1 "	" "	" "	Weymouth.
6th "	1 "	Shelburne "	" "	Shelburne.
" "	1 "	" "	" "	Rag'd Islands.
7th "	2 "	Pictou "	" "	Pictou.
8th "	3 "	Cape Breton "	" "	Sydney.
9th "	1 "	Hants "	" "	Windsor.
10th "	1 "	Guysboro' "	" "	Canseau.
" "	1 "	" "	" "	Port Mulgrave.
11th "	1 "	Richmond "	" "	Arischat.

subject to redistribution should other Brigades be formed after the organization of the First Brigade.

The organization of each Company as follows:—

1 Captain,	} Commissioned Officers.
1 Lieutenant,	
1 Engineer,	} Warrant Officers.
2 Gunners,	
1 Boatswain.	

Total 48 men and 6 officers subdivided into Gun Crews of 12 men each.

Duties of the Force.

The duties of the various Companies of this Force will be, the defence of their respective Seaports—in Shore Batteries, in Boats or vessels, to co-operate with Land Forces if required, and the transportation of Guns, Stores or Troops along the Sea Coast.

Instruction and Drill.

The Instruction and Drill will comprise—the Exercise of Great Guns and Small Arms—the latter to include Cutlass Exercise;—the simplest Military Movements; Armed Boat Drill, and Evolutions whenever practicable.

No extra training beyond that required of Militia will be exacted within the year, without adequate provision being made for the payment of the men; but this will not extend to any training which may be volunteered.

Selection of Officers.

The selection of Officers, whenever possible, should be made from among those persons connected with the shipping interests, and only such Officers, Warrant Officers and Men are to be selected as are conversant with boat or sea service, or the mechanical pursuits therewith connected,—subject to rejection if not finally approved on training and inspection.

Warrant Officers.

The Warrant Officers should be men of intelligence and character, capable of securing discipline, and maintaining command by the exercise of ability, decision and judgment.

Warrant Officers, to be effective, should know their places in all changes of position, and should be capable of taking charge of the drill of either a gun crew or company.

Coxswains.

Coxswains will be required for each Gun Crew, who should be smart active men. Warrant Officers and Coxswains' duties, when operating as Land Force, will be similar to the duties of Sergeants and Corporals in Infantry Corps.

Crews.

The Gun or Boat Crews may include, as well as Seamen, Fishermen, Stevedores, Riggers, Ship Carpenters, and other persons accustomed to Vessels or Boats.

Any person in the Militia possessing the necessary qualifications—whether holding Commissions or rank and file—may volunteer and be transferred to the Brigade, with the approval of both Commanding Officers and the Commander-in-Chief. Volunteers.

Officers should provide themselves with the Queen's Regulations and Orders for the Army and Navy, and a copy of these Regulations, with copies of the Naval Gunnery Instruction Drill Book, Parts 1st and 2nd. Also, Company and Gun Crew Record Books. These books can be obtained at Head Quarters, [for prices see Appendix.] Books of Regulations, &c.

Company and Gun Crew Books will be furnished, in which the rank and names of those comprised in the different Divisions of the organization are to be inscribed by the Officers of a subordinate command, who will give or convey orders for Drill, Muster or Duty.

Standing Orders cannot be altered by officers in temporary command. Standing Orders.

Officers on leaving their Division Districts for any considerable period, should obtain leave of absence from their Commanding Officer, or if living at a distance from his residence, should notify their absence from home both to the officer in command and to their next senior on whom their duty will devolve. Leave of Absence.

But no officer should absent himself without special leave after his Division or Company has been warned for any duty, without seeing that returns are made out up to date.

Company Officers leaving their Division districts for any length of time, should previously assure themselves that their own crew drill rolls and other company documents are correct to date, affixing their initials; their next in rank, to whom their command has been officially handed over, will then be responsible. Absent officers should leave their address at Division Head Quarters. Officers quitting the Province should have leave from Head Quarters. Vide (page 68, c. 15) Queen's Regulations regarding cancelling the Commissions of officers absent without leave.

Transfers and Exchanges can be effected by officers with the consent of both commanding officers. Transfers and Exchanges.

Officers on exchange retain general rank according to the date of their commissions, but come in at the bottom of the list in their rank in divisional seniority.

Page 78, Queen's Regulations, Sec. 8. The only subjects which "are considered entirely regimental, and in which the interference of the general officer is not required, are the recommendation of officers for promotion or exchange." This regulation to a certain degree extends to appointments in the Naval Brigade.

NOTE.—Officers exchanging companies in the same Division, retain their seniority and rank.

The foregoing order concerning exchanges, only applies to the Brigade, while serving as a land force. Whenever any Division or Company is detailed for service afloat, no exchanges will be sanctioned, but the Officers will be required to serve whenever ordered, as such Division or Company will be governed during that time by the Regulations for the Royal Navy, as far as such Regulations are compatible with this service.

Appointments.

The confirmation of the appointments of Commissioned Officers of Naval Brigade will be subject to the same regulations as are laid down for the Militia; the elected appointees being required to pass an examination in drill by a field officer, before their commissions are issued.

As Divisions and Companies are completed, the officers will be recorded in this office in Navy List form, according to their seniority.

Ultimately the whole will be published by authority, after which the ordinary routine will be resumed.

Retirements.

Resignations and retirements on the unattached list will continue to be gazetted as usual.

Promotions.

Naval Brigade commissions, conferring either appointments or promotions, will only be issued to applicants who can pass an examination in drill.

Orders and Regulations are to be strictly complied with in respect to promotions and appointments.

Commanding Officers of contiguous Districts are recommended to confer whenever two such Districts are effected by these Regulations.

An officer of Naval Brigade to be reported effective must Drill. be competent in drill, as far as instruction has gone at the place where he has been called on to attend training. The following particulars are recommended to the attention of officers :—

1st.—Navigation, in the following simpler branches :— Use of Charts in plane and traverse sailing ; Paralle Rulers, Compasses, Log Glass, &c., finding Latitude by Quadrant, by Meridinal Altitude, working Ship's Course by dead reckoning or inspection, practical Seamanship.

2nd.—Theory and practice of Naval Gunnery, Cutlass, Rifle and Pistol exercise, Construction of Earth-works, Mounting Guns in Battery, &c

3rd.—Military Movements, comprising Marching, Countermarching, Facings, formations of Fours, Sections and Subdivisions, forming Column, Squares, Deployments and Field Gun Exercise.

In consequence of the varied nature of the duties and the number of drills required of the men of this service—in facings and formations of forms or marching—such accuracy will not be required or expected, as is considered necessary in the drill of an ordinary land force.

Staff Instructors are peremptorily reminded of the absolute necessity of putting the instruction of companies which have become effective as much as possible under their own officers, in whom their men will never acquire any confidence unless they show themselves competent to command. Any negligence on the part of any Staff Instructor on this most important point will not be overlooked.

It cannot be too stringently inculcated by officers in command, that not only the commissioned officers should know their gun drill duties, but also that the warrant officers should be conversant with conducting gun or small arm drill. Commanding officers will invariably find that the state of their command, either in enrolment or training, depends very materially on the intelligence and exertions of their subordinates, and the General or Divisional Orders or Regulations can have but little effect, unless the men have confidence in the exertions and acquirements of those who are placed in au-

Staff Instructors.

Subordinates to conduct Drill.

thority over them; a strict and effective performance of duty may incur individual dissatisfaction, but cannot fail eventually to gain general obedience and respect.

Commissions.

The following Form is to be forwarded to Head Quarters, through the Commanding Officers of Divisions, by gentlemen applying for Commissions:—

Sir, In forwarding through you my application for a Commission in the Naval Brigade under your command, for the consideration of the Commander-in-Chief, I have the honor to state that I am free from bodily ailment, and am a British subject.

I am willing to attend annual officers' training at the appointed Training Post to the extent of twenty-eight Naval Drills, of three hours duration each drill, in the proportion of not less than fourteen drills for every twenty-eight days of instruction afforded by order.

If occasion requires two drills of an hour and a half each to count as one drill.

On appointment I will provide myself with the regulation undress uniform of my rank, and with full dress either voluntarily or by orders from Head Quarters given at any future time.

Dated at &c.

Signed

To

Commanding Division, Naval Brigade.

The above application is to be in the applicant's own hand writing.

Absentees.

In the case of Naval Brigade officers who have not performed twenty-eight days drill, as laid down by Regulations, and who have been absent during the training by the Staff without leave from the commanding officers, the latter will invariably be pleased to demand their reasons in writing for such absence, and if the explanations afforded be not satisfactory, will report them to Head Quarters for the information of the Commander-in-Chief.

Want of Education; notorious immorality, particularly instanced, or habitual, such as would exclude any person from the society of gentlemen; physical defects in form or health; contumacy in refusing or neglecting to attend training without satisfactory reasons when opportunity is offered; unreasonable neglect of any required duty.

Disqualifications for holding commissions.

Should any application be refused by a commanding officer on vexatious or insufficient grounds, the applicant is to forward his complaint through the said commanding officer to the Commander-in-Chief, with such observations as he may have to make thereon. Should the former refuse to forward the complaint, the officer complaining will then be justified in appealing to Head Quarters direct; and if any commanding officer on investigation is proved to have abused his position or neglected his duty, he will be held accountable by the Commander-in-Chief, who will however fully support commanding officers in the legitimate and impartial performance of their duty.

If applications are refused on frivolous or insufficient grounds.

This mode of communicating with Head Quarters on the part of subordinate officers is equally applicable in all other correspondence.

It is to be distinctly understood that no officer is justified in impeding or intercepting any subject of complaint or reference to a superior officer addressed to Head Quarters. In case of complaint made against any commanding officer, it is necessary that it should pass through his hands, and that he should forward it impartially with any remarks or explanations which he may choose to make, through the inspecting officer, who will transmit it to the Commander-in-Chief, with his observations, through the officer commanding the Brigade, whose duty it is to lay such matters before His Excellency.

Commanding Officers to forward all proper communications to Head Quarters.

Should any officer decline or neglect to forward proper and respectful communications or complaints addressed to Head Quarters, the complainant is then authorized to address such complaint direct to the Commander-in-Chief, who will most seriously notice any non-compliance with, or disregard of, his orders upon this head, more particularly if it should appear that any improper or personal motives have caused the superior officer to decline to forward it.

Commanding Officer held responsible.

System in en-
rolment neces-
sary.

In organizing a Company of this force, a perfect system of enrolment should be adopted, to ensure an effective permanence, and by a proper distribution of this duty among the warrant officers this service may be easily performed.

Whom liable
for duty.

All persons liable for duty in the Militia are equally liable to be called upon for service in this Force; as this organization is a branch of the Militia of the Province, and is regulated and governed by the same laws, as far as such laws are applicable to the nature of this service.

Companies
how organized.

As before stated, Companies are to be divided into Gun Crews, each under the command of a Warrant Officer, and each of whom will keep a list of his men in a Gun Crew Book to be provided for that purpose—and warn them for attendance at drill and muster.

Gun Crews.

Gun Crews should be told off in a Company in such a manner that the warrant officers in charge of them can readily notify their respective men, for muster and drill; each Gun Crew as much as possible to be selected from the same locality.

Warrant
Officers to
keep
gun crew
rolls.

The Gun Crew Rolls must be kept and maintained in a correct state by the warrant officer of each district, who will be required to report to his Captain from time to time, of the absence or change of residence of any of his men, and to see that any arms, ammunition, uniform, clothing or other Government property entrusted to their care is kept perfectly safe from deterioration or injury, through neglect or otherwise.

Warrant
Officers to keep
a correct list of
all gov't
property.

The warrant officers will also be required to keep a list of such property, which list they will produce at inspections; and the Commanding Officer will be required occasionally to examine such rolls or lists, to revise them when it may be found necessary to do so, and to see that they tally correctly with the general roll or list—which he will be required to forward annually to Head Quarters. No warrant officer should be allowed to leave his District for any length of time without first reporting the same to his Commanding Officer, under pain of being diarated; he shall also be required to hand his Gun Crew Book to the next senior before leaving such district.

Commanding officers should do their utmost to encourage Gun Crews in the frequent practice of mutual instruction in great gun exercise; those more advanced can render valuable assistance at the drill instructions, by imparting to new hands the knowledge they have already acquired themselves. In working guns—though the habits of precision are no doubt irksome at first, yet when once thoroughly learned—the practice is not easily forgotten.

Commanding Officers to encourage their men in mutual instruction.

The spirit which has been evinced by the men, whenever they have found themselves properly handled, is a significant fact, and officers commanding Companies, as well as the warrant officers and men, should understand that nearly everything now depends upon themselves, and that the credit of particular companies, and indeed the whole of the Naval Brigade, can only be secured by the unanimous action of all ranks exerted for the same object; every one of every grade should feel that he is doing an honorable service for his Queen and Country. As individual exertion, however apparently inconsequential, administers to the perfection of the whole, it is only from the action of minor parts that the successful working of this organization can proceed, and its success is very much dependent upon the patriotism and perseverance of its members.

Individual exertion required to ensure the success of the service.

In the organization of this new but important branch of service for the defence of the Country, and as the Authorities have no precedent by which to be guided, it is possible that some alteration may have to be made in its minor details, and though at the outposts, where companies are completely and efficiently organized, Drill Sheds will be eventually erected, and guns mounted therein for drill and for the defence of the various ports, yet—as it will take some time before they can be completed—in the meantime officers commanding companies should muster their men annually for Infantry Drill, under the instruction of Militia Staff Instructors, until means are provided to instruct them in the duties more properly belonging to this service.

Officers to train their men in infantry drill until gun batteries are constructed.

Officers in command will regularly report every month, or oftener if necessary, the conduct of drill instructors doing duty with their commands. Blank forms of certificates will be provided for this purpose.

Officers to report conduct of drill instructors.

(Gov't not responsible for debts of drill instructors.

Officers should also report any unpaid debts due by drill instructors, should they be brought to their notice.

The Government cannot be held responsible for the payment of any debts contracted by persons employed in any capacity in this service, unless by written order from the proper authorities, and drill instructors while on duty are exempt from arrest for debt by statute, and no articles in their possession, being Government property, are legally liable for seizure for debt.

In case of inattention to duty or misconduct, on the part of any drill instructor, instant report is to be made to Head Quarters.

In drawing the attention of officers on this point, the Commander-in-Chief feels that they will not fail to recognise the importance of it.

Depotment to be observed by drill instructors.

The drill instructors are not to use any abusive or improper language, nor threatening terms or gestures, at any time, but more especially when imparting instruction to the men; in these and other particulars of their conduct they are under the command and supervision of the commissioned officers of the district in which they may for the time being be employed, and it is the paramount duty of these officers to protect the general good reputation of the drill instructors of the Royal Navy, by impartially and promptly reporting any exception to that good conduct which has always characterized the drill instructors in the service.

Complaints should be made without any unnecessary delay, in order that the party offending should be dealt with promptly and summarily.

The importance of this subject cannot be too strongly impressed upon the minds of officers commanding companies; for if a drill instructor is guilty of any misconduct, and is shielded by any officers instead of reporting him, a great injustice is done to other really well behaved men, and the offending party, who finds that his misconduct has not been noticed at one post, may expect the same immunity at the next, and in this way much injury may be done to the general good reputation of this class of men in the service.

Commissioned officers are reminded that drill instructors (petty officers) from H. M. Navy are subordinate to them in all respects, except in imparting instruction.

Instructors
subordinate.

Commissioned officers are entitled to a respectful salute from drill instructors, while on duty in uniform; and a drill instructor cannot assume to associate with a commissioned officer on equal terms.

Instructors
to respect
superior
officers.

In like manner, when any commissioned officer of the Army or Navy is present in uniform, any commissioned officer, junior in rank, or warrant officer or seaman of the Naval Brigade, is bound to salute respectfully such commissioned officer; and commanding officers of companies will request their men not to omit the salute when in uniform and in speaking to or passing any commissioned officer in uniform.

Officers and
men of the
Naval Brigade
to salute
superior
officers.

The Commander-in-Chief is aware of the difficulty in carrying out all the foregoing regulations, but he hopes much from the judgment and zeal of all officers in doing their utmost to maintain a proper discipline and respect for the service.

Drill instructors, being paid by the Government, are entitled only to such extra pay as may be directed by the Commander-in-Chief, and no instructor will be permitted to accept presents of money or gratuities of any kind, while on service with any company or division, beyond that he will receive from the Provincial Government.

Instructors
not allowed
to accept
presents or
gratuities.

Any drill instructor receiving remuneration from officers or men of this Force, will be held liable to be disgraced; and officers contravening regulations on this point, will be held responsible for the disobedience of orders.

Consequences
of Instructors
accepting
presents.

Drill instructors are to understand, that at the posts where they may be stationed, they are to render all the aid in their power towards the proper care and preservation of the guns, gun carriages, breechings, tackles and stores; likewise in the care of any small arms issued to any officers and men of the Naval Brigade.

They are to
assist in taking
care of Gov't
property.

To this end they are not only to be most assiduous in teaching the proper method of cleaning the guns, repairing the blocks, tackles, and gun stores, but they are to personally

assist in keeping them in order during their stay at the station.

Fines and
penalties.

When persons notified to enroll themselves, and to attend the annual training of the Company in which their services may be required, fail to do so at the appointed time and place, they become liable to the same fines and penalties as are incurred for non-attendance in the ordinary Militia Force, and Commanding Officers are directed to cause fines and penalties to be strictly enforced for non-enrolment and absence from drill. Such fines to be collected, as required by law, by a magistrate, or other official authorized to act in these matters.

Training.

To prevent unpleasant disputes or litigations, notices for enrolment or drill should be made in printed form or in writing, and served upon the men either by the commanding officer of the company or by one of his subordinate officers.

Training of the warrant officers should be commenced by the commissioned officers previous to calling their men together, in order that they may render themselves sufficiently acquainted with preliminary drill to ensure the confidence of the men; as it would have a bad effect to call a body of men together with their officers quite ignorant of the duties of their position,—for unless an officer can handle and control a body of men entrusted to his directions he is worse than useless—his reputation, and even the lives of those under him, being jeopardized by any serious incompetency on his part. No officer can be ignorant of the fact that he cannot expect to gain the confidence, subordination and respect of his men if he has no knowledge of his own duties.

Discipline.

Discipline, properly so called, can only be taught and practiced by bodies of men permanently brought together for regular service; but the chief principle of it, implicit and cheerful obedience to commands, can be acquired in these corps by the proper management and judgment of the officers,—and it will be the Commander-in-Chief's constant care to see that in no instance that the amount of discipline that may be necessary be of an oppressive character; as he can safely rely upon the individual disposition of all ranks

rendering harsh proceedings unnecessary, and he is certain that officers will support him by a temperate and judicious exercise of the power vested in them.

If any persons who may be notified to enroll themselves or attend drill, are not liable for militia duty—through any bodily disease or deformity, or through being over age, or are exempt from any other cause—they will be required to appear before such Board of Appeal (consisting of the officers and warrant officers of the company in which they may have been notified to enroll themselves) as may be from time to time called together to hear such cases, and to decide upon the amount of fines or penalties for which persons are liable, for non-enrolment or non-attendance; and commanding officers will be required to notify (in writing) such persons as have failed to enroll themselves or to attend drill, of the time and meeting of such Board; there to show cause for their non-appearance, and any person who, being regularly notified in writing, shall fail to make his appearance before such Board, shall be fined by default, even if he afterwards should prove that he is exempt from Militia Duty.

Board of appeal.

Proceedings of a Board of appeal, held at _____ on the _____ of _____ 186_____

President.

Members _____

Names, Ranks and Division, _____

The President and members having been sworn, or having made declaration upon honor, as the case may be—

Form of board of appeal.

A—B— case of reported absence from duty, is brought before the Board.

1st. Evidence being sworn or having made affirmation (with rank and name) proves having warned the appellant, or declines proof, in the latter case proceedings against A. B. cease, unless another party can prove the warning. Appellant if present can cross examine.

2nd. Evidence being sworn or having made affirmation (name and rank) proves absence of appellant on calling or hearing the roll called. Appellant, if present, can cross-

examine; if absent, the evidence, if conclusive in the mind of the Board, may cease, and if necessary they may proceed to adjudicate.

3rd. Evidence and others in support of the allegation in like manner, if attainable and required by the Board.

Appellant's defence, and the evidence he can adduce in support of it.

All evidence can be cross examined by the Court or appellant, the appellant or his attorney being defendant, and the Captain or his deputy being prosecutor. The Board having maturely weighed and considered the evidence in the case brought before it, is of opinion that A. B. &c. (naming amount of fines if considered due)

Signed,

President

(Note.) In adjudicating or taking opinions during the proceedings, the Court is to be cleared, and the opinion of the junior to be taken first, that of the next junior second, and so upwards, the President having the casting vote, the majority decides.

The Court of the Board of Appeal being re-opened, the case of A. B.'s reported absence from duty, (dates and particulars given) is brought before it, &c. &c. For the sake of uniformity the rank, division and company of all concerned should be annexed to their names. If necessary the Captain or person or persons prosecuting in his name should add the residences of appellants, as proof that they are within the division district. It is impossible in a mere schedule directing proceedings, to lay down the various questions which may occur in particular instances. Officers are to take the best measures to preclude any vexatious litigation being introduced before Boards of Appeal, and this can only be prevented by having conclusive evidence on the two main points, to produce irrefragable proofs of legal warning, and proof of absence; without these, cases had better not be brought before the Board at all.

Commanding Officers are carefully to revise proceedings before approving them, and in case of any obvious illegality they will legibly annex the words "Not approved" to instance.

ARMS, AMMUNITION, &c.

Rifles, pistols, cutlasses or other small arms issued by the Imperial Government are to be maintained fit for service for twelve years. Bayonets and cutlasses, scabbards, pouches, cap packets, belts and other accoutrements for six years.

Efficiency of Arms.

If arms, which have not been the regulated period in use, are delivered into Store otherwise than in a serviceable state, a claim will be made upon the Officer Commanding the Company to whom the Subordinate Officers will be responsible for their repair; or if unserviceable, for their value. A charge will also be made for such arms as may have been rendered unserviceable by negligence or want of care.

Arms returned unserviceable.

The practice of punching, or engraving letters or figures on the barrels of muskets, rifles, pistols, or other arms, is strictly forbidden.

Marking Arms forbidden.

The value of the Rifle over the smooth-bored percussion musket can hardly be overrated; but as the value depends upon the straightness and truth of the bore, unless every care be taken to make the young seaman regard it as a valuable and delicate arm, the results will not come up to the real power of the weapon.

Care to be taken of Arms.

Placing arms forcibly in a rack, "piling" them carelessly (in consequence of which they often fall down) will frequently "set" or crook the barrel, more particularly at the "nose" where it is thinnest, and this being the point of delivery, the arm becomes irreparably injured.

No person is on any account whatever to use his Rifle for carrying any weight, or for any purpose for which it is not intended, as the barrel is bent very easily; and though the injury may be so slight as not to be perceptible to any but a practiced hand, it may be sufficient to destroy the accuracy of its shooting. The same remarks apply to the Revolver or other pistol, which should be immediately cleaned and oiled after use, and stored away carefully in a dry place, as the delicately constructed locks of these weapons are very liable to rust and become unserviceable if not taken proper care of. Whenever Rifles are in use for Drill in the Platoon exercise care should be taken to have a small piece of oakum or sponge placed in the barrel to prevent the ramrod from in-

Arms to be cleaned immediately after use.

juring the breach chamber whilst going through the motion of loading—and the trigger should never be drawn upon the nipple without the snap cap, or other soft substance, being first placed upon it.

**Precautions
to prevent
accidents.**

Should the Brigade or any portion of it be required to operate with land forces, great care should be taken in skirmishing not to run the muzzle of the barrel into the ground, and a seaman accidentally doing so should immediately fall out, as if the piece be fired the obstruction in the muzzle is liable to burst the barrel. If not loaded the dirt should be carefully removed, and the barrel wiped out, for if rammed down with a charge it would tear the barrel and destroy the surface of the bore.

**Causes of
Bullet strip.**

If the interior of the barrel be allowed to become rusty the increased resistance to the passage of the bullet will probably cause the latter to "strip" (or pass out of the grooving) or else the wood plug may be driven through the bullet and the arm for the time rendered useless or dangerous.

The foregoing remarks apply to the revolvers or other pistols as well as to the rifles.

**Commanding
Officer
responsib. for
Arms.**

Commanding Officers of Corps are primarily responsible for all arms and Government property given over to their charge. On requisition from Captains or Officers commanding companies of the Naval Brigade, to the commanding officers, rifles may be issued to them for the instruction of the officers and warrant officers of their companies. Commanding officers are to furnish bonds to Head Quarters for the whole of the rifles or other small arms issued to their commands, the Captains will give security for the number of arms in their charge, and which are to be inspected quarterly by an officer appointed to examine them, who will report on the state of the arms to Head Quarters, on or before the 1st of January, April and October of each year. Captains or in their absence their next seniors will inspect the arms of Companies and report monthly to their Commanding Officer, who may order more frequent inspections at their discretion.

**Arms to be
produced at
inspection.**

All arms and other Government property are to be produced at the inspection of the Staff Officers. Arms not produced at inspections, or not clean and free from rust, should invari-

ably be withdrawn by Commanding Officers, and the penalties prescribed by enactment be enforced.

Armoury allowance will not hereafter be conceded for less than forty stand of arms, deposited in one building, and on vouchers received that they are all deposited and kept in a rented or Government armoury. ^{Armoury allowance.} Contingent allowance of 25 cents per annum will only be allowed to officers having not less than an entire chest of arms consisting of 20 stand. Armoury allowance or contingent will not be paid on any rifles under the care of armourers remunerated by the province. It is the duty of captains and company officers to see that the arms are cleaned as soon as practicable after being used, and to withdraw rifles not carefully cared for. Commanding Officers are to take pains to inculcate the importance of keeping the rifles in perfect order; it being a well ascertained fact that any internal corrosion arising from neglect irretrievably injures the shooting power and precision of the weapons. Competing marksmen cannot expect success unless they are careful in the treatment of their arms.

The arms already issued represent a considerable value in Government property, and the liberality of the Imperial Government would undoubtedly be limited by any want of care in the preservation of the valuable weapons provisionally given over to the Provincial Forces for their use and training. ^{Value of arms.}

The rifles are to be subject to the inspection and reports of Imperial Officers, and should these reports be unfavourable, will be recalled. It would be impossible to replace them at the expense of the Province at present, and the local defences would be paralyzed.

The Commander-in-Chief, consequently, most earnestly calls the attention of Officers in charge of arms or accretments to the urgent necessity of their using their utmost vigilance in constantly attending to their state.

It must be recollected that these arms are not merely of great intrinsic value, their importance in public use is also to be considered. In case of their being out of order when required on service, the inconvenience accruing might be quite beyond any pecuniary valuation, consequently the bonds and liabilities of Officers in charge are not only intended to be security against pecuniary loss, but are also pledges that the

arms are kept so as to be available, at any moment, for national defence.

Instructors to report on state of arms

Instructors in employ, permanent or temporary, are specially to report on the state of the rifles at any station to which they may be posted, on their arrival, as well as on their departure therefrom, this duty is not to be neglected on any account whatever, reports will be filed and any dereliction will be seriously noticed.

Proper place to be provided for arms.

Commanding Officers drawing rifles must certify that they have a proper place at their disposal as an armoury, in which the rifles are always to be racked, when not required for drill or practice.

Bonds required.

Bonds will be required of £4 stg., for each rifle, £2 10s., for Revolver, and £1 stg., for Cutlass, and each set of accoutrements, and payment for loss or damage will be rigidly exacted.

Firing small shot prohibited

None but *bona fide* trained and uniformed Officers and Men are on any account to be allowed to use the rifles.

It is the particular duty of Commanding Officers to assure themselves that the government rifles are not used for any other purpose than the following, i. e.—Firing at the Target and not at any other object, and Drill; they should invariably and promptly notice any contravention of these orders by taking away the rifle of the offender. The barrels being of soft material are subject to immediate and irretrievable injury, should they be used for firing small shot.

Report

The following Report will be forwarded on or before the last day of every month, by officers having charge of rifles:

SIR,—I have to certify on my honour, that I have seen and personally inspected every rifle comprised in the stand under my charge, during the present month, and that none of them are permitted to be issued from the armory contrary to regulations, except by the special sanction of the Commander-in-Chief.

Issue of Rifles.

Arms reported to be in a state requiring repair or cleaning at Head Quarters will be recalled for these purposes, all expenses being charged against the Corps.

The Commander-in-Chief will authorize the issue of rifles to trained officers and Warrant officers on the bond of their Commanding Officer. The arms can only be drawn by chests complete, each chest contains 20 rifles.

An annual allowance of ball cartridge will be made to each trained Officer and Warrant Officer.

The senior Officer at the station will be held responsible for the care of the arms.

Arms and
Ammunition.

It is to be understood that, under this regulation, no rifles will be issued to any Post unless the Officers and Warrant Officers have gone through preliminary drill under a regular Instructor; and that no person can claim ammunition unless an effective.

The subjoined Regulations will be observed in conducting Target Practice.

The following ranges are to be provided, if practicable, and staked out for the classifications annexed: Target Practice.

Yards. Rounds.

3rd Class.	150 ... 5	2 Targets.	Bull's eye 8 inches diameter.	Circle 2 feet diameter.
	200 ... 5			
	250 ... 5			
	300 ... 5			

And total of 15 points in 20 rounds constitutes a marksman a Second Class shot, and entitles him to fire at the increased range.

2nd Class.	400 ... 5	4 Targets.	Black centre, 2 feet diameter. No circle.
	500 ... 5		
	550 ... 5		
	600 ... 5		

A total of 12 points in 20 rounds constitutes a marksman a First Class shot, and entitles him to fire at the longest ranges.

1st Class.	650 ... 5	6 Targets.	Black centre, 3 feet diameter. No circle.
	700 ... 5		
	800 ... 5		
	900 ... 5		

First Class shots are to fire at the longest of these ranges which may be available,—commencing at 650 yards.

Seamen who make 15 points, and upwards, in the Third Class, will thus be transferred into the Second Class, and Seamen making 12 points, and upwards, in the Second Class, will be transferred into the First Class.

Target
Practice

(Both practice and classification must of course be limited by the ranges which are locally available.) Seamen who have not gained the number of points qualifying them to be transferred to a higher class, will continue to fire their rounds in whatever class they have gained.

Should the Second Class distance be obtainable but not the First Class distance, Volunteers will continue to practice as Third and Second Class shots, in their respective grades which they have gained, and First Class men will practice with the Second Class until the long range can be secured, and the same applies to 2nd Class shots, who will continue to fire with the 3rd Class should the increased range not be available.

Unless special permission to the contrary be obtained from Head Quarters the regulation allowance will only be fired under the superintendence of the regular Drill Instructors.

Returns to be
made to Head
Quarters.

The Commander-in-Chief is pleased to direct the attention of Commanding Officers of Corps to the great expediency of their endeavoring to secure a competent knowledge of the method of conducting Target practice, and making Returns, on the part of the resident Officers and men at the head quarters of each Company and Crew, and the Drill Instructors will be directed to return to Head Quarters the names of such as have qualified themselves in that respect, under whom subsequent practice will be sanctioned, subject to further orders.

The Drill Instructors will be provided with Forms of Returns, and these Forms will also be furnished to Officers Commanding Corps, which hereafter may have competent instructors of their own, certificated in the first instance by the Drill Instructors.

Musketry Returns will be forwarded to Head Quarters at the conclusion of the annual practice, whenever Commanding Officers have reason to consider that there are no more members to fire.

No General Return will be required; but the Returns will be neatly folded in a sheet of foolscap, (official fold and size,) and be accompanied by the abstract. Vide printed form.

REPORTS TO HEAD QUARTERS.

Every person connected with the service has the means of obtaining redress for any well founded grievances or complaints, at the hands of the Commander-in-Chief, if preferred to His Excellency through the proper channel.

His Excellency desires further to point out that all official communications must be forwarded by commanding officers of divisions through the inspecting officers of their respective districts, addressed to the Commanding Officer of the Brigade, and by him to the Adjutant General, Halifax.

Officers failing to qualify to the satisfaction of the Commander-in-Chief, after three months of continuous instruction afforded, without being able to give sufficient reasons, will be struck off the strength of their corps.

Until final confirmation or rejection, officers holding acting rank have the same power and authority as officers actually commissioned; officers of the Brigade are to understand that they have the power to appoint acting officers for the performance of any duty without reference to Head Quarters. Such appointments, however, to be subject to the approval and confirmation of the Commanding Officer of the Brigade, and the Commander-in-Chief. In the same manner captains of companies may appoint acting warrant officers, pending the pleasure of the commanding officer of the Brigade.

The appointments of warrant officers are to be ratified by commanding officer at Head Quarters.

A book containing the dates of the officers commissions, &c., of the staff, Division and company of the entire Brigade will be kept at Head Quarters. Inspecting Officers should report all defects or requirements that come under their notice, notifying the same both to Head Quarters and to the officers commanding companies, with whom they have reason to find fault. In all instances in which the inspecting officer may have occasion to point out any defects, he is to mention in his report what directions he has given in consequence. He is to direct that his orders on these occasions be inserted in the General Order Book of the Division, and to transmit a copy of them with his report to the Adjutant

Redress for alleged grievances.

Official communications.

Disqualifications.

Appointment of acting officers and warrant officers.

Dates of Commissions.
General Order Book.

General. The officer next inspecting the Corps is to state in his report in what manner and with what effect the orders issued at the previous inspection appear to have been carried out.

Certain Discussions prohibited.

Deliberations or discussions among any class or rank having the object of conveying praise, censure, or any mark of approbation towards their superiors or others, are strictly prohibited, as being subversive of discipline, and an assumption of power that belongs to the Sovereign alone, or to officers to whom the command and discipline of the Brigade may be entrusted by authority.

Officers not to accept testimonials.

Every officer will therefore be held responsible who shall allow himself to be complimented by officers or seamen who are serving, or have served under his command, by means of presents of plate, sword, &c. or by any collective expression of their opinion.

Certain information to the press forbidden.

Commanding Officers are to use their utmost vigilance to prevent the warrant officers and men from furnishing any information to the public press of a nature which may be either useful to the enemy or derogatory to internal discipline.

Standing orders.

The standing orders of Divisions are to contain nothing inconsistent with, or which is not expressly sanctioned by, "Her Majesty's Regulations for the Army and for the Navy," which are applicable to every branch of the service.

When not to appear in uniform.

In accordance with Regulations which exist in Great Britain during Elections in time of Peace, all ranks of the Local Forces are prohibited from appearing in Uniform on such occasions, unless specially ordered on duty to do so.

Official returns.

All Official Returns made to Head Quarters will henceforward be made either in printed Forms supplied from Head Quarters, or on foolscap paper, having the proper official fold; and officers making the returns are required to endorse and date them with the particulars in abstract.

In all official communications signed by officers, rank, number of Division and number of Company should follow in successive order.

Official Letters are to contain all particulars of the subject to which they relate, each letter is to refer to one subject only.

Commanding officers are to prevent any letters which are not on the Public Service from being enclosed in official covers.

It is needless to dwell on the necessity of habitual punctuality in correspondence in making returns, for instance when returns are all but complete, individual officers should consider what vexatious anxiety and trouble is incurred by the non-appearance of a few returns, particularly when they are called for periodically by the Home authorities. Correspondence.

The attention of commanding officers is urgently called to this subject, as when assisted by their subordinates, if a proper system be established the collection of returns can present no real difficulty. All communications with Head Quarters, must pass through the hands of commanders of corps: there can be no deviation from this rule. Collection of Returns.

It is to be distinctly understood, that no officer in the service is to take cognizance of anything bearing the aspect of complaint against any one *unless it is in writing*, as the greatest inconvenience has, in some instances, arisen from attending to conversational allegations rather founded on misapprehension than ascertained facts. Verbal communications not to be allowed.

Senior officers can however, call upon their subordinates for explanations in writing on account of any alleged breach of discipline or neglect of duty coming under their own observation or submitted to them by written report; or direct the officers under their command to investigate and report in writing, either for their own information or that of the Commander-in-Chief, and they are empowered to settle any minor points which they may deem of too little importance to refer to Head Quarters, subject to appeal to the Commander-in-Chief, from any complainant who may still consider himself aggrieved. But the Commander-in-Chief will feel it to be his duty to visit with severe reprimand any undue persistency in appeals of a frivolous nature, should he have reason to be satisfied with the award of the commanding officer. Explanations in writing required.

On matters not infringing on their command or local authority there is nothing to prevent commanding officers from holding meetings of their subordinates to consult with them on affairs connected with the interior economy of their company. Company meetings.

Any seaman wishing to make any complaint or explanation to his superior officer, should first communicate with him through a warrant officer.

Efficient
Officers to be
reported for
promotion.

Officers who have displayed zeal in promoting the organization and efficiency of the Brigade, will be favorably considered for promotion; and Commanding Officers are directed to point out from time to time such officers who, by their superior ability and zeal, prove themselves worthy of advancement in the service.

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REGULATIONS AND INSTRUCTIONS FOR THE SERVICE AFLOAT.

The following Regulations and Instructions are issued by command of His Excellency the Commander-in-Chief, for the government and guidance of the force, if ordered for service afloat for the defence of the Province :—

Whenever any Companies or Divisions of the Naval Brigade are ordered for service on board any of H. M. Ships or other vessels, for the defence of the Province, such companies or divisions will, during the continuance of such service, be placed under the immediate command of His Excellency the Naval Commander-in-Chief, or in the event of his absence, the senior Naval Officer on the Station.

The selection of officers of the Brigade for this service may not always be made according to seniority, and only such officers will be selected as are in the opinion of the Naval Commander-in-Chief efficient and best qualified for service afloat. Appointments not always made by seniority.

Previous to the appointment of any officer for this duty, he will be required to undergo an examination, before such Board of Officers as may be named for the purpose, in the different branches of Navigation and Gunnery—as stated in Section —. Examination of Officers.

Executive Officers of the Naval Brigade shall rank and take precedence in the following order :— Rank and Precedence.

Commandant,	}	Commissioned Officers.
Commanders,		
Lieutenants,		
Sub-Lieutenants.		
Midshipmen,	}	Subordinate Officers.
Cadets.		
Gunners,	}	Warrant Officers.
Boatswains,		
Carpenters,		

Gunners' Mates, } Petty Officers.
Boatswains' Mates, }

Civil Branch.

Officers of the Civil branch of the service will rank and take precedence in the following order:—

Chief Surgeon, Staff,	} Commissioned Officers.
„ Paymaster, „	
„ Secretary, „	
„ Engineer, „	
Assistant Surgeon,	
„ Paymaster, „	
„ Secretary.	

Officers of the same denomination or rank will take precedence according to the dates of their respective Commissions or Warrants.

How appointed.

Commissioned Officers will be appointed by, and receive their Commissions from the Commander-in-Chief.

Warrant Officers will be appointed by the Officers commanding their respective companies, subject to the approval and confirmation of the Officer commanding the Brigade, and finally of the Commander-in-Chief, and will receive their Warrants from the Officer commanding the Brigade.

Rank on transfer of Officers.

When the transfer of an officer from one ship to another, or from one command on shore to another, is ordered, such officer shall take rank and precedence with the officers of the ship or of the command to which he may be transferred, according to their relative rank and the dates of their respective commissions.

Relative rank with Militia.

The relative rank of Officers of the Naval Brigade, and Officers of the Militia Land Forces, will be hereafter determined.

Ensign to be worn by certain Ships.

Any vessel (not being one of H. M. ships of war) under the command of an officer of the Brigade and manned by the men of the same force will wear Her Majesty's Blue Ensign at the main, instead of the Red Ensign, to distinguish her from merchant ships, she will also be permitted to wear the Provincial flag of Nova Scotia at the fore, and such distinguishing pennant to denote the rank of the officer in command as may be hereafter directed.

Any person holding a commission in the Naval Brigade and who may during any time while holding such commission commands a merchant ship, shall be permitted to hoist the Blue Ensign instead of the usual Red Ensign of the merchant service, but to entitle him to this privilege he must attend the requisite number of Drills, annually, with the company to which he may have been appointed, and also be prepared to undergo an examination as to his competency at each annual inspection of that company.

When Masters of Merchants' Ships may hoist Blue Ensign.

Captains in the Naval Brigade, same as Lieutenants in the Royal Naval Reserve, will rank with, but after Lieutenants in the Royal Navy.

Relative Rank with Royal Navy.

Lieutenants, same as Sub Lieutenants of the Royal Naval Reserve, will rank with, but after Sub Lieutenants of the Royal Navy.

Unattached Commissions will be granted (under certain regulations hereafter to be issued) to Officers commanding Provincial Revenue or other steam or sailing vessels, and to such masters of steam or sailing merchant vessels as will comply with all the Regulations of the Naval Brigade, as regards training, discipline and uniform; they will rank with all other officers on the attached list according to the grade of their rank and dates of their respective commissions.

Unattached commissions.

DISCIPLINE.

Every officer or other person belonging to the Naval Brigade is to conduct himself, in the discharge of his duty, with the utmost respect to his superior officer, whether such officer is attached to the company or division of which he is a member, or otherwise—as well as to officers of the Army or Navy, with whom at the time he may be serving.

Respect due to Superior Officers.

If an officer shall receive from his superior an order which he may deem at variance with the Queen's Regulations, or Admiralty Instructions, as far as such are applicable to this service, he is to represent the fact verbally—or in writing if it should not require immediate obedience—to such officer from whom he may receive the order. He is nevertheless to obey

Officers to report orders given contrary to Regulations.

his instructions, but may afterwards make such representations to the Commander-in-Chief, through his immediate superior officer, as the circumstances of the case may require.

Officers disobeying orders to be placed under arrest.

Any officer who shall disobey orders, or otherwise misbehave, may be placed under arrest, and information thereof, with the particulars of the offence, shall as soon as possible be transmitted to the Commander-in-Chief; so that the earliest opportunity may be taken for bringing such officer to Court Martial. The Commanding Officer, however, (should he find on a further investigation of the case that there are extenuating circumstances connected therewith,) may cause the officer under arrest to be released—pending the further orders of the Commander-in-Chief; and the officer shall return to duty immediately without prejudice to his further trial, or to the enquiry into the charge under which he was placed under arrest,—so as to give him every opportunity of vindicating himself at the proper time.

No unnecessary restraint to be placed upon prisoners.

When it is found necessary to place any person under arrest, the commanding officer is to take care that no more restraint be placed upon the personal liberty of the prisoner than the discipline of the service requires, and the nature of the offence may render expedient—until he is brought to trial.

Officers to report ill-treatment.

If any officer shall suffer any injustice or oppression, or other ill treatment from his superior, he is not to fail on that account in the respect and obedience due to such superior officer; but he is to represent such ill treatment to the Commander-in-Chief through the proper channel.

Comments on conduct of superior officers forbidden.

Every officer is enjoined from making any remarks on his superior as may tend to bring him into contempt, and to avoid saying or doing anything which, if reported to or heard by the ship's company, might render them dissatisfied or disobedient; and every officer who shall witness such conduct or hear such observations, is charged to report them immediately to the Captain of the ship, or through his commanding officer to the Commander-in-Chief, as circumstances may require.

Good conduct Badges.

Good Conduct Badges will be granted to such petty officers and men, who by their zeal and ability have rendered themselves worthy of these marks of distinction, and who shall by these marks be always known as deserving of promotion.

INSTRUCTIONS FOR CAPTAINS.

When a Captain of the Naval Brigade is appointed to command a ship in the Colonial service, he is to examine her thoroughly in company with the other officers. He is to ascertain whether any alterations are necessary, either in her hull, machinery, equipment or armament, and to report the result of such examination in writing to the Naval Commander-in-Chief for the information of the Government. He is to be diligent in getting the ship ready for sea, or for any other service as may be ordered. He is to see that the spare top-masts, top-gallantmasts, yards, or other spare spars, sails, and running rigging, are properly fitted; that the boats are serviceable, and that all the necessary ground tackle, warps, blocks and Boatswain's stores are all on board and in a serviceable condition. He is to give timely notice to the Storekeeper of Ordnance in writing, of the day on which the ship will be ready to receive her guns, shell, shot, powder, or other heavy stores.

The Captain on his appointment, to visit the Ship throughout.

On receiving on board the ordnance and ordnance stores, he is to cause the guns and their carriages, the muskets, cutlasses and other weapons to be carefully examined, and shall inform the Store Keeper of such as may be defective or not fit for service, that they may be exchanged. He is to be careful that the Trucks of the Gun Carriages be frequently taken off and oiled; also the carriages, beds and fastenings, and that the gun breechings and tackles are of the proper sizes and lengths, and that the blocks and gun stores are furnished of the right sizes and in good condition.

Ordnance Stores to be carefully examined.

He is to examine very carefully the state of the Magazines and see that they are perfectly dry and properly fitted before the powder is received on board. In like manner he is to examine the shell room, and see that it is well secured and properly fitted for the purpose.

Magazines and shell room to be properly fitted for reception of ammunition.

The Captain is to make a written requisition to the Victualler for the provisions and small stores required,—the quantity of which will be regulated by the number of officers and men on board and the probable duration of the voyage, or service. Blank Forms and Scales will be furnished of the different articles of provisions, and the quantity allowed each man per diem.

Requisition required for provisions and small stores.

Requisitions to be made for bedding, clothing, &c.

In like manner he will make a requisition to the Military Storekeeper for the proper quantity of uniform clothing, bedding, &c. according to the number of the ship's company and the period of service required, and though the Paymaster will receive the ship's provisions and men's clothing, and take charge of and be personally responsible for their security and for the proper issue of them on board, yet the commanding officer must personally examine the different articles and see that the qualities and quantities are correct, previous to being received on board the ship.

Compasses, &c. to be proved before placing them on board.

He is to see that the ship's compasses are properly adjusted, and that the rate of the chronometer is accurately ascertained, before being placed on board, and that the other officers are provided with the necessary charts and nautical instruments.

Lists to be filled up for supplies of stores.

He is to order the gunner, boatswain, carpenter, sailmaker and armourer to fill up lists (blank forms for which will be supplied) for their respective stores that may be required on board for such a period as he may name to them, and to forward duplicates of such lists to the respective departments from which each class of articles will be issued.

Machinery to be examined, and report made thereon.

If he is placed in command of a steam vessel, he is, in company with the Engineer, to examine every part of the engine and boilers, and from whom also he will order a detailed written report of their condition, and of the quantity of coal on board and of the quantity required for a stated period, as well as of oil and tallow, and the necessary tools, implements and such spare gear as might on the voyage be required about the engines.

Cleanliness, &c. enjoined.

As cleanliness, dryness and pure air are essentially necessary to health, the Captain is to use his endeavors to obtain those comforts for the ship's company in as great a degree as possible. The ship is always to be pumped dry, and the pump well and limbers to be frequently cleaned, and at all times kept clear of offensive matter. He is as often as may be deemed requisite to examine all parts of the ship, have the hold well limed, and chloride of lime or other disinfecting substance placed in such parts of the ship in warm weather as may be found necessary.

He is to see that the men are always properly clothed in the established uniform, and that they are generally cleanly in their persons and dress, and not to be permitted to remain in wet clothes or sleep in wet bedding whenever it can be possibly avoided.

Established uniform only to be worn.

The ship's bedding is to be aired as often as circumstances and the weather will permit, and part of a day set apart in each week for the men to wash and dry their under clothing.

Bedding and clothing to be aired and washed

The Captain is to take every precaution for the security of the ship against fire, and to establish general regulations for the duties to be performed by the officers and men, should any fire take place, either during action or at any other time.

Precaution to be taken to guard against fire.

The Captain is to divide the ship's company into divisions, the number of which will be regulated by the size and rate of the ship and the number of the men on board, each under the orders of commissioned and warrant officers, who will see that the discipline and conduct of the men are always kept up to the proper standard.

Ship's company to be told off into divisions.

During time of war the Captain is to keep the ship he commands, when at sea, properly prepared for battle. He is every evening before dark to give directions for the quarters to be cleared and every arrangement to be made preparatory for battle, so that there be no risk of being surprised by suddenly meeting in the night an enemy better prepared for action than himself. When at anchor in any harbour or roadstead, he is to be constantly prepared to repel the attempt of any enemy to board his ship, or to destroy her by torpedoes or steam ram vessels.

Ship to be always kept prepared for battle.

He is not to approach a ship of war of any foreign power without having his ship so far prepared for battle, that in case of aggression he may immediately be able to defend himself; but he is to do this in such a manner as not to give any reasonable cause of offence, of his intending to act hostilely against her, by removing the tompons from the guns, or by exhibiting any other outward mark of preparation.

Meeting with a ship of a foreign power.

The system of gunnery in all its branches, also small arms and cutlass drill, &c.—as practiced in the Royal Navy—must always, without the slightest deviation, be practiced in this service; but should any alteration be found advisable,

Gunnery exercise and small arm drills not to be altered.

the sanction of the Commander-in-Chief must be first obtained before such can be made.

Stations of officers and men.

As soon as the ship's company come on board, the Captain is to make arrangements for quartering all the officers and men of the ship, according to the instructions with which he will be furnished, for the exercise and service of great guns, (forms of Quarter Bill will be issued,) so that every one may know his station in time of action—the Quarter Bill, containing the names of the officers and men, and specifying their respective quarters, to be hung up in some conspicuous place in the ship.

Exercise with great guns, small arms, &c.

The Captain is to take every opportunity in exercising the officers and men in great gun, small arm and cutlass drill, and he may direct the Gunner to supply quarterly such quantities of powder, shot and shell as may have been placed on board by the ordnance department for exercise; but he is not to permit the whole annual allowance to be fired away, in less than four exercises in the year, neither is he to order the issue of any powder, shot and shell for exercise, from the magazine, and shell from other than that put on board for drill and exercise.

Powder and live shell to be secured from accident.

As little powder or live shell is to be kept on the main or upper deck at one time as possible, and care should be taken that it is properly secured from accident.

Required quantity of powder, &c. to be taken on board.

He is, when fitting out, on no account whatever to take on board less than the quantity of powder, shell and shot allowed for each gun in the ship, as well as of all other descriptions of ammunition and of gunner's stores, according to the scale that will be furnished for his information from the ordnance department.

Caution necessary in handling ammunition

Every possible precaution should be taken in conveying on board ammunition of any kind; the powder should be shipped in moderate quantities at one time, and each lot to be immediately passed and secured in the magazine before the next lot is sent on board,—the same with shell, (if live,) rockets, or other loaded projectiles, or ammunition.

Service on board private ships.

If a detachment of the Naval Brigade, under the command of a captain or other officer, should be ordered on board a merchant steam or other vessel, in which her original officers and crew are retained to work the ship, the master of the ship,

under the orders of the senior Brigade officer on board, is to navigate and work her; but when going in'o action—while the ship's crew will co-operate—the guns will be manned and the ship manœuvred and fought by the Brigade officers and men.

INSTRUCTIONS FOR LIEUTENANTS.

A Lieutenant who is appointed to a ship, manned wholly or partially from the Naval Brigade, is to be careful to execute punctually and zealously all orders he may receive from his Captain or other superior officer, and as far as in his power to see that all on board who may be subordinate to him perform with diligence and propriety the several duties assigned to them. He is to be attentive to the conduct of the ship's company, to prevent any improper language, noise or confusion, and to report any irregularities of any kind occurring on board, to the Captain.

He is to provide himself with the necessary books, charts and quadrant or sextant. General duties. Instruments and books to be provided.

On taking charge of a watch, he is to make himself acquainted, as far as practicable, with the position of the ship, especially when approaching land or in pilot water, and whether he may be likely to see land or lights, or obtain soundings during his watch, or while he is in charge of the deck. He is to be constantly on deck until relieved by the officer who is to succeed him. When officer of the watch.

He is to see that the men are on the alert and attentive to their duty, that the look-outs are wakeful and watchful, that every precaution is taken to prevent accidents from squalls, that the side and mast-head lights are always kept brightly burning, that the helm man is watched well, and directed how to steer in the event of the sudden and unexpected approach of another vessel, and danger of collision during thick fog, or under other circumstances, and during the prevalence of fog he is to see that the ship's bell is kept constantly ringing, or, if a steam vessel, that the fog or steam whistle (when under steam) be sounded at least every five minutes, and that the Engineer Duties while in charge of the watch.

and others connected with the machinery are always at their posts and upon the alert. He is to see the ship always carefully steered, the log regularly hove, and the ship's speed, lee way, &c. marked in the deck log book, in which is also to be marked any other occurrence worthy of notice, and when the ship's log book and day's work is being worked up, he is to be careful that copies from the deck log are correctly made.

On being relieved as officer of the watch.

He is to be particular in delivering correctly to the officer who relieves him, all orders received from the Captain or from the officer of the deck who preceded him, that may remain unexecuted, and he is to give him in general whatever information may be necessary for the safety of the ship, and for the due execution of all orders received from the Captain.

Officer of the watch when to muster the men.

He is to see that all the subordinate officers of the watch are constantly on deck and attentive to their duty, and to order the men of the watch to be mustered when he thinks it necessary, (but always on taking charge of the watch at night), and is to report to the Captain such as may be absent from their duty, if he considers it necessary to do so.

Reports to be made to the captain.

He is to inform the Captain of all strange vessels that are seen, or of all signals that are made, of all shifts of wind, of all changes of position, changes of sail or alteration of speed, if under steam, and of any other ships of the squadron with which his ship may be in company.

Making and shortening sail.

He is never to carry so much sail as to endanger the masts or spars, unless the Captain shall require him to do so, and in such case he is to see that every preparation is made to shorten sail at a moment's notice.

Ship's course not to be changed.

He is never to change the course of the ship without the orders of the Captain, unless it is necessary to do so to avoid danger.

Look outs to be stationed.

He is to keep at least one more at the mast head during the day, while the state of the weather will admit, and in the most favorable positions on deck during the night, to look out.

*live the
out men
with.*

He is frequently to remind them of the importance of their duty, and that the safety of the ship and the lives of those on board may depend upon their watchfulness. He is to relieve them more or less frequently, according to the state of the weather or other circumstances.

He is to see that the ship is always prepared as well for battle as circumstances will admit, and if during war a strange sail is seen during the night, he is to send an officer to inform the Captain, while he makes such preparations for action as the circumstances of the moment may require.

On meeting a strange vessel at night.

He is to see that the pumps are regularly attended to, the Ports well barred, and that the lashings of the guns, boats, anchors, &c. are secure.

Pumps to be attended to.

He is frequently to cause the spars, standing and running rigging to be carefully examined, and any defects to be reported to the Captain.

State of rigging, &c. to be examined.

He is to keep a log book according to the established form, and to take daily a single or double altitude of the Sun, as the state of the weather will suit best, and otherwise keep the ship's position and course, according to the most approved methods of navigation.

Log Book to be kept.

During an action, he is to see that all the men of his division or under his command, are at their stations, and that they do their duty with spirit and alacrity. He is to be particularly careful to see that the guns are properly loaded and well primed before being fired, and that the powder is not allowed to accumulate around their quarters, either in cases or otherwise.

During Action.

In the absence of the Captain, the next senior officer of the ship is to be responsible for everything done on board. He is to see that every person on board does his duty as punctually and properly as if the Captain was personally present. He is empowered to place any subordinate officer or seaman under arrest for disobedience of orders, or improper conduct.

Senior Lieut. to be responsible in absence of the Captain.

Many of the foregoing regulations are only applicable when a ship is wholly officered and manned from the Naval Brigade; but when ordered on special service—as in the case of a merchant ship converted into a gun vessel or cruiser, and in which the original crew are retained to work the ship—such instructions will be issued as the circumstances of each case may require.

Special instructions in certain cases to be issued

INSTRUCTIONS FOR SUB-LIEUTENANTS.

To obey his
superiors.

A Sub-lieutenant, after receiving a commission or an acting commission as such, in any company or division of the Naval Brigade that may be ordered for service afloat, is to be attentive and zealous to carry into effect the several orders that he may from time to time receive from the Captain or Lieutenant of the ship in which he is serving, or from other his superior officers.

To enforce
orders.

He is to see, as far as it may be in his power, that all the subordinate officers and all others of inferior rank to himself perform with promptness the various duties assigned to them.

To preserve
order in his
mess.

He is to assist in preserving order and regularity in his mess, when off duty, and to be careful that its expenses are kept within reasonable bounds, so as not to exceed the mess allowances, and thus prevent any of the junior officers from becoming pecuniarily embarrassed.

To attend to
the men of his
watch.

When at sea, he is to see that the men of his watch are attentive to their duty, whether as look out men or having other charge requiring their vigilance and constant attention, and when all hands are on deck for any service, he is to take equal care that those at the station in which he is placed duly obey the orders given, with silence and alacrity.

To keep a Log
Book.

He is to keep a log book, according to the established form, and attend closely to all the duties which his position in the ship will require him to perform. He is to provide himself with a sextant or quadrant, telescope, charts, parallel rulers and a small case of mathematical instruments.

INSTRUCTIONS FOR ENGINEERS.

Chief Engineer
to examine
machinery, to
make himself
acquainted with
construction of
engines, and
report when
examination
cannot be made.

A Chief Engineer, when first appointed to a steam ship, is very carefully to examine every part of the machinery and boilers, and if he discover any defects in them he is to report the same to his commanding officer. In the event of circumstances rendering it impracticable to make the examination at the time charge is assumed, a report is to be made to that effect, but the regulation is to be complied with as soon as the exigencies of the service will admit. He is to use all possi-

ble diligence in making himself acquainted with the construction and age of the engines and boilers, with the nature and extent of the repairs (if any) which they have undergone, and the date of the most recent,—and with such other facts as may be necessary to afford him a thorough knowledge of their history and capabilities.

He is, through his commanding officer, to furnish the proper authorities with such written reports or returns as they may require relative to the state of the machinery, boilers, &c. in his charge.

Reports to be made to proper authorities.

When making out lists of defects that cannot be made good on board, he is to take care not to exaggerate their importance, and to satisfy himself that their nature is such that they cannot be made good by himself and the persons under his immediate control.

Defects.

He is to take care that every article of the establishment, and all the spare gear belonging to his department, be received on board before the ship proceeds to sea; and that the stores and gear be so arranged that no delay or inconvenience may arise whenever they may be required.

Stores to be taken on board.

He is to attend to the expenditure of coal, oil and tallow, and to practise the greatest economy in the consumption of these and other articles, consistent with the efficient working and due preservation of the engines, taking care that they are only used for the purposes for which they have been issued.

Expenditure of coals, &c. to be attended to.

He is to keep the engine room register, and is carefully to fill up the columns therein at the intervals stated in the several headings. In the column of *Remarks*, he is to insert the particulars of all stores supplied to other ships, or for other purposes than those connected with the machinery,—the quantity of coals, oil, tallow, and oakum taken on board,—the ship's draught of water, and the immersion of the paddle-wheels or screw, immediately before proceeding to sea,—the time of leaving, and arriving in port,—together with every other occurrence relating to the working of the boilers and machinery, and the easing and stopping of the engines.

Engine-room register.

He is to cause the boiler tubes, and all other parts of the boilers exposed to the action of the fire, to be swept and thoroughly cleansed as soon as possible after the fires are drawn: and he is to report to his commanding officer the necessity of

Care and examination of boilers and tubes.

easing the engines for the purpose of brushing out the tubes at sea, when a falling off in power is attributable to an undue deposit of soot. He is to be particularly careful to inspect the boilers after steaming, and to employ every judicious measure for removing incrustation and sedimentary matters without loss of time.

When steam is up precautions to be observed.

When the steam is up, and the ship under way, he is to take care that the operation of blowing off from the surface cocks be continuous. During every watch, and even more frequently if necessary, he is to examine the water in each of the boilers, to ascertain its saltness. He will be guided in his judgment by the indications of the thermometers and hydrometers supplied for that purpose; observing that if the thermometer when immersed in brine drawn from the boilers, should indicate a higher boiling point than 215° , in the atmosphere, or should be at a higher degree than from two to three times that of sea water, by the hydrometer; there is danger of undue incrustation. In such a case, in addition to the surface blow off, he is to use the bottom blow off at intervals, so as to prevent the possibility of permanent injury to the boilers.

Blowing off.

Boilers to be kept dry when not under steam and frequently inspected

When the Ship is in harbour, or cruising with the boilers empty, he is to cause them to be kept dry and warm,—the mudhole doors being taken off for that purpose,—either by the use of a stove brought to the respective boilers, or by lighting a gentle fire in the ash-pits. All accessible parts of the boilers are to be frequently inspected and always kept clean; the lower parts are to be coated with red and white lead or other protecting substance, as well as the bottoms of the ash pits.

Preservation of boilers.

Water is not to be allowed to pass down upon the boilers from the deck, and wet swabs or other wet substances are not to be placed on them. Care is also to be taken that water-tanks, coals, or other heavy articles be on no account permanently placed on the part of the deck immediately over them.

Cleaning the boilers. No combustible articles to be placed in contact with them.

He is to take care that the spaces at the back and sides of the boilers are, at all times, kept quite clear, in order that no inconvenience may be experienced in cleaning the boilers: and on no account is he to allow anything combustible to be

placed on top of the boilers, or in contact with them. Every possible precaution is to be taken to prevent the clothing of the boilers being set on fire.

More than ordinary attention is necessary on the part of Engineers employed in Ships fitted with high-pressure tubular boilers, both in maintaining the proper height of water, and, by adequate blowing off, in keeping the degree of saltness below that which, in low-pressure boilers, would do no serious injury. Even when full speed is required, these matters must be regarded as of paramount importance, for any neglect may cause an amount of permanent injury to the boilers which would far outweigh the temporary advantage of a slight additional speed. The most careful and frequent attention is required to ascertain with accuracy the degrees of saltness which the water has acquired, and which, at its utmost limit, should not exceed that of sea water. When, however, the Ship is stopped, or is working at reduced speed, the opportunity should not be neglected to change the water in the boilers, by increased blowing off, and by an ample supply of feed water, thereby reducing its saltness as much as possible. Such precautions as these, as well as never opening the safety valves suddenly to their full extent, or, at starting, admitting the full quantity of steam to the engines, will always be necessary to keep a high-pressure tubular boiler in a proper state of preservation, and in effective working order.

High pressure tubular boilers, precautions when used.

Reducing saltness in the water by changing it.

He is not to allow high-pressure boilers to be emptied by blowing them out, as such a practice causes them to become leaky, owing to the unequal contraction occasioned by cold air passing through the tubes; and even with low-pressure boilers, whenever the service will admit thereof, the water is to be allowed to remain until it becomes cool before the boilers are emptied.

High pressure boilers not to be emptied by blowing them out—water to cool first.

He is to take care not to continue the use of water to the bearings up to the time of stopping the engines; but, for a short time previously thereto, oil is to be exclusively used.

Bearings when oil is to be used.

He is respectfully to represent to his commanding Officer, or to the Officer of the watch, anything which may be done, or ordered to be done, tending to injure the machinery or

If orders are received, tending to injure the machinery.

boilers, but he is on no account to disobey any order he may receive from his commanding Officer.

Conduct of junior engineers and stokers.

The Leading and other Stokers are to be under the immediate directions of the Engineers of the respective watches, and the Chief Engineer is to be responsible for the general decorum, good order, and cleanliness of the engine-room. He is to see that the junior Engineers and the other persons employed under his control perform their duties with promptitude and to the best of their abilities.

Engineers not to be absent from engine room during watch

The senior Engineer on duty is not to be absent from the engine-room at any time during his watch; but when there is more than one Engineer on duty, the necessary reports to the Officer of the watch are to be made through the junior, or,—if there be good reason for his not leaving the engine-room,—through one of the Stokers or other proper and trustworthy messenger. When going into, or out of, harbour, or through any intricate channel, or when performing any evolution where special care is requisite in executing with promptitude the orders given from the deck, the Chief Engineer is to attend himself in the engine-room, and he will be responsible for the due fulfilment of the duties there. He is, moreover, to visit the engine-room repeatedly, at all other times during the day, and at any time either by day or night, when his presence and services may be rendered necessary by any accident or other cause.

Particular cases requiring personal attention of chief engineer.

Temperature in coal boxes.

He is to cause the temperature in the coal boxes to be ascertained once at least during each watch, whether at sea or in harbour, and the result to be reported to the Officer of the watch.

To superintend himself all important matters

The Chief Engineer of a Ship in which an experienced Assistant Engineer, or more than one, may form part of the complement, is to make arrangements that all important matters of engine-room duty shall be superintended by himself, or by one of his Assistants in whom he can place confidence, and not left to the care of persons who, for want of experience, cannot be relied on with safety. He is to take every opportunity of instructing the inexperienced Assistants in the duties of the engine-room, and of giving them, on suitable occasions, the requisite practice to enable them to acquire manual dexterity, and to become efficient Engineers.

Inexperienced assistants to be instructed.

The Chief Engineer will, under the directions of the Captain, consider it an important part of his duty to instruct in the use of the several parts of the engines and boilers, and the practical working of the machinery, the Commission and subordinate Officers of the Military branch, should the former desire to avail themselves of his instruction; but, with regard to the latter, the acquisition of such knowledge is imperative.

Chief engineer
to instruct officers in steam.

INSTRUCTIONS FOR GUNNERS.

The Gunner, having received the necessary directions from the Captain as to the time when the Ship will be ready to take in her guns, is to place himself in personal communication with the Military Storekeeper on that subject. He is to attend to receive them on board, and to see that every gun is properly fitted, and put into its proper carriage, and placed in its proper port.

Taking in guns.

When Sights are supplied unfixed, he is to be very exact in fixing them according to instructions which he will receive by attending at the gun-wharf.

Sights for the gun.

The Sights, when fixed, are to be as little shifted as possible, and when covers are supplied, they are to be kept on, except when the sights are in use.

He is to take great care that no pressure or violence is applied to the sights, which might displace them or alter their direction.

He is to keep the preserving screws in the screw-holes of all guns prepared for sights, when the sights are not fitted to them; but should no preserving screws be supplied, he is, when it may be absolutely necessary to remove the sights for any time, to fill the screw-holes with tallow.

He is to superintend the men who may be placed under his orders in fitting the breechings and tackles, that they may be ready for the guns when they are received on board.

Breechings and tackles.

He is to examine very carefully into the state of the magazine, that he may be certain of its being properly fitted and perfectly dry before the powder is received on board; der.

Magazine to be prepared for reception of powder.

but if he should find in it any appearance of dampness, he is to report it immediately to the Captain, that it may be properly dried; this may be ascertained by placing in the magazine, a piece of sponge which has been dipped in a solution of salt and water, and afterwards dried; should it become heavier the magazine is damp.

Precautions on receiving and stowing ammunition.

Preparatory to receiving powder or live shells, he is, under the directions of the commanding Officer, to see that all the fires and lights on board, except the light in the light-room, be extinguished. He is himself to attend to the stowing of the powder and shells, and as soon as the whole of the powder is stowed in the magazine, and the mouths of the cases are secured, he is to see it cleanly swept before he leaves it, that all the men are out of it, and that the lights are extinguished in the light-room; he is himself to lock the doors of the magazine, the handing rooms, and light rooms, before returning the keys to the Captain, or to such other Officer as the Captain shall appoint to take charge of them.

Care of metal-lined powder cases, barrels, &c.

On receiving ammunition on board, the utmost care must be taken of the metal-lined barrels, cases, &c, in which it is packed. These should be brought under the ports abreast of the hatchway nearest to the magazine which is to receive them. Either dry swabs, mats, or cushions made of bread bags stuffed with oakum, should be prepared, and the packages landed thereon, thus preventing their being injured, which happens when they are lowered heavily on the bare-decks; and hides should be placed over the hatchway-combings, and any other part where the barrels or cases are passed over iron.

The packages are to be carefully removed to the magazine, and never tumbled or rolled along the decks, but carried by hand.

Stowage of powder cases.

As far as practicable the powder in cases should invariably be stowed as in the manner pointed out in the Naval Gunnery Book.

Percussion tubes.

The boxes lined with tinned copper supplied for the package of percussion tubes for Great Guns, are on no account whatever to be placed in the magazine, but in lockers to be provided for the purpose in the Gunners' Store Room.

He is never to go into the magazine without being ordered to go there. He is never to allow the doors of the magazines to be opened but by himself and his most trustworthy Mate. He is to be very careful in observing that the men who go into the Magazine have not about them anything which can strike fire, and he must take care that no person enters the magazine without wearing the leathern slippers supplied for that purpose. He is to train the persons appointed to attend in the light-rooms in the right management of the lamps, so that inconvenience may not be felt from an accumulation of smoke.

Visiting the magazine, precautions to be observed.

He is never to keep any quantity of Powder in any other part of the ship than the magazine, except that which the Captain shall himself order to be kept on deck in boxes properly secured and placed under the charge of a sentry; and when he delivers cartridges from the magazine, he is to be very particular in observing that they are in cases properly shut.

Powder not to be kept in any other part of the ship.

For securing, stowing, and working the ammunition in the magazines, the following observations, as well as these contained in the "Instructions for the exercise and service of Great Guns," are to be carefully attended to:—

Securing, stowing, and working ammunition in magazines.

All the cases or barrels, being lined with metal, and their apertures being luted, are completely air and water tight.

Cases, or barrels.

No filling of cartridges is required while in action, a sufficiency of all descriptions, for distant, full, and reduced charges, being packed in the cases or barrels, from whence the whole quantity, if required, can be readily taken out, without unheading a single case or barrel, or moving it from its place in the magazine; neither is there any loose powder on board the ship, that which is reserved for any occasional purposes, such as saluting, exercising, or sending on shore, or replacing any particular nature of cartridge that may be expended, being contained in flannel bags within the barrels or cases, for the greater facility and security in dividing it into smaller parcels, when appropriated to any particular service not provided for by the general arrangement of cartridges in the first instance.

No filling of cartridges or loose powder required during action.

**Handing rooms
to be flooded.**

On going into action, the Gunner is to see the leaden flooring of the handing rooms covered with water, the aprons and pockets let down, and the tops of the powder cases loosened.

**Securing
magazine.**

When the magazine is ordered to be secured, the Gunner will proceed to examine and arrange the cases or barrels of cartridges which have been opened, and lute up and secure all that contain ammunition, as before.

**Luting for
cases or barrels.**

For luting the cases or barrels the Gunner will have a proportion of luting, which when required, he will cause to be first softened in the hand; this luting he will rub all round the rebate at the mouth of the case or barrel, taking care that there is a sufficiency to form a complete bed of luting for the bung, which is then to be put in, and the edge pressed down into the rebate upon the luting, by running the thumb all round; an exterior coat of luting round the aperture is then to be put on, and the whole secured as when the cases or barrels were first put on board. The luting of the cases or barrels is to be frequently examined; should it be found hard and cracked they are to be reluted, but the bungs are not to be started. As all the cases and barrels have marked, upon their heads, the nature of the ammunition contained in them, the Gunner and his crew should make themselves perfectly familiar with the different sorts of cartridges in the several racks, by which means they will be enabled to find the descriptions required, even in the dark.

**Repacking
cartridges.**

Care is to be taken when cartridges are repacked in their cases, not to put them out of their proper shape, and to re-hoop them if necessary.

**Wet or damp
cartridges.**

Wet or damp cartridges are never to be returned to the same packages from whence they were taken, nor are they to be repacked with dry cartridges, but they are to be stowed by themselves.

**Cartridges used
in exercise not
to be returned
to the magazine**

At the termination of every exercise, the shot of any loaded guns are to be drawn, and the powder fired,—or, should there be no opportunity of firing it, the powder is to be started overboard;—and on no account are any cartridges that have been in the guns to be returned to the magazine, instances having occurred in which such cartridges have been.

found to contain detonating powder from broken tubes left in the guns even at previous exercises.

He is to have a sufficient number of keys for metal-lined cases at hand in the magazine, not less than two for each rack. Keys for metal lined cases

He is not to stow anything in the light rooms, or handing rooms of the magazines or shell rooms, except the oil cans and the other articles pertaining to the lamps and candles. Light rooms or handing rooms.
The lamps are always to be kept trimmed.

He is to examine frequently the magazine doors, to ascertain if the working of the ship causes them to jam on their hinges; if so he is immediately to report it to the Captain, that measures may be taken for remedying the evil. Magazine door to be examined.

He is to consider that the orders given for the regulation and good order of the magazines and their light rooms, apply equally to the shell rooms and their light rooms. Regulations for magazines apply to shell rooms.

He is, when small arm and boat ammunition has been sent out of the magazine, for exercise or other purposes, to be careful in examining the cartouch boxes, when returned, so that no flints, percussion caps, or other things that might cause explosion, be returned with them. Returning of cartouch boxes after exercise.

He is to ascertain as soon as possible after the commissioning of any ship he may be appointed to, whether the largest leather cases he may be supplied with can be passed freely through the openings in the magazine and handing room doors, and those in the gratings through which the powder is delivered to the different decks; and he is to hold the leather cartridge cases at all times in readiness for handing out of the magazine in good working order. Leather cartridge cases.

He is to keep the guns as dry as possible, and perfectly free from rust; and he is to be very careful that the vents of the guns are always clear. All guns are to be scaled prior to the first occasion of their being loaded for service after being received on board. After firing with shot, or saluting, or scaling, the guns are always to be well sponged out and cleaned. Guns to be kept in the best condition.

He is frequently to examine the state of the guns, their locks, sights, and carriages, that any defective ones may be immediately repaired or exchanged; and he is frequently to examine the musketry, and all the other small arms, to see that they are kept clean and in every respect perfectly fit for Great guns and small arms to be frequently examined.

Marking muskets.

Leather articles not to be blacked.

Numbers engraved on rifles.

service. When it may be necessary to mark muskets, the same is to be done on the side or back of the stock, in a small oval patch of black paint, with the number in white, but they are on no account to be engraved. Leather articles issued in a brown condition, such as cartouch boxes, belt magazines for cartridges, &c., are not to be blacked.

Consecutive numbers, from one upwards, will be engraved on the heel plate of the rifles, previous to issue by the Military Storekeeper at the port of fitting out. Should any arms be required to replace a portion of those first issued, a statement of the deficient numbers is to be sent to the Military Storekeeper at the port where the Ship may be, and those numbers will then be engraved on the arms to be issued. The same rule is to be observed in the case of cutlasses and bayonets, the latter of which will bear the number of the rifles to which they belong.

Shot.

When he receives shot, he is to see that they are of the proper gauge; and he is to take care to keep the different sorts separate.

Shot gauges.

High shot gauges will be issued to every ship for each calibre of ordnance on board, and he is carefully to examine from time to time that the shot will pass through these gauges, and any formation of rust that may impede their passing is to be removed by rubbing the shot; and as there is so little windage with guns of the present construction, he is to be very particular in keeping their shot free from rust, by stowing them in dry places, and examining them frequently.

Shot to be frequently examined.

Filling cartridges.

In filling cartridges, he is to keep up, as far as possible, the number and description of cartridges that were at first supplied from the magazine, according to the Ship's establishment, using the spare or loose powder for that purpose, unless he should receive contrary directions from his Captain.

When the filling machine is in use.

He is (when the filling-machine is in use) to be careful in examining the metal plate which covers the measures, to see that there is no friction during the time of working, and that no grains of powder are lodged on the lower plate; and he is to attend to the instructions issued with the machine in reference to it.

Shells having the same length of fuze should be stowed together, and labels indicating their lengths should be painted on the battens which secure them in their places. The empty boxes are at all times to be kept in good order to receive shells, and they are to be stowed underneath the full ones, so that a ready supply of shells might be given on any sudden emergency. He is always to hold four shell-whips ready for service.

Shells to be stowed according to length of fuze.

Empty boxes.

When the Ship is preparing for battle, he is to be particularly attentive to see that all the quarters are supplied with everything necessary for the service of the guns, the boarders, firemen, &c.

Preparation for battle.

After an engagement he is to apply to the Captain for a survey on the powder, shot, and other stores remaining under his charge, that the quantity expended in the engagement may be ascertained.

After action, survey to be held on remains of powder, shot, &c.

He is to be careful in keeping the boxes of hand-grenades and grape-shot in dry places, and in exposing frequently the grape-shot to the sun and wind, to prevent the bags from being mildewed. He is never to start the hand-grenades, but is to return those which are not used in the boxes in which he received them.

Hand grenades and grape shots.

He is never to allow any match to be burnt in the day, nor more than two lengths at the same time in the night, without being ordered to do so by the Captain. When match is burning, it is always to hang over water in tubs, and the Gunner's Mate of the watch is to attend to it.

Burning match.

If a detachment of Seamen shall at any time be sent from the Ship the Gunner is to make out an inventory of the arms, ammunition, and stores belonging to his department sent with it, which is to be signed by the Officer appointed to command the detachment; and on the return of the detachment the Gunner is, in the presence of the Officer who commanded it, to examine the arms, &c., brought back, and is to report any deficiencies to the Captain, who will determine, from the manner in which the Officer may account for the same whether the articles shall be expended by the Gunner in his accounts, or be charged against the pay of the Officer, or any person under him, by whose carelessness or misconduct the whole or any part of them may have been lost or destroyed.

Arms, ammunition, &c sent with detachments from the ship.

Striking guns into the field.

Whenever he shall be directed to strike any guns into the hold, he is to pay them all over with a thick coat of hot tar and tallow mixed together : and after having washed the bore of the gun with fresh water, and very carefully sponged and dried the inside, he is to put a good full wad, dipped in the same mixture, about a foot within the muzzle, and is to see that the tom-pion is well driven in and surrounded with putty ; and he is to drive a cork tight into the touch-hole and secure it there. The bores of all cast-iron guns must be lacquered, once at least in every year, but not to an extent that may interfere with the windage.

Bores of cast iron guns to be lacquered.**Returning guns, &c. into store.**

He is to be extremely attentive in examining all the guns, and in seeing them carefully drawn and thoroughly sponged, before they are returned into store. He is also to examine the Magazine very carefully, to see that no loose powder remains in any part of it after the powder has been returned into store, landed or transhipped ; and he is to satisfy himself that there are no cartridges left in the cartouch-boxes when they are sent on shore. He is directed not, on any account, to repair with iron or copper nails such powder cases or barrels as may have been damaged.

Repairing powder cases or barrels.**Armourer's tools.**

He is to be very careful of the tools he receives from the Military Storekeeper for the use of the Armourer, whom he is to furnish with such only as he may want for immediate use ; and he is to require him to account particularly for all those delivered to him.

Conduct of the Armourer and his mates.

He is to be very attentive to the conduct of the Armourer and his Mates ; to see that they discharge their duty properly ; that they keep the muskets and other small arms clean and in order, always repairing them when they are defective.

Arm chests for boats.

The rifles for the boats' crews are to be placed in chests, one of which will be supplied for each Launch, Barge, Pin-nace, and Cutter. Small vessels, not supplied with any of the above-mentioned boats, will be furnished with one chest, if demanded.

Each chest is to contain six rifles, and should be kept in the store-room, or other convenient place, ready for handing up. The revolver pistols for the boats whilst on service may also be kept in these chests, between the rifles.

All the other rifles are to be kept in racks in the store-room or cock-pits, but none are to be kept near the engine-room or stoke-hole hatchways.

Covers, of old canvas, for the protection of the rifles of boats' crews, can be made on board; and old canvas may be drawn for that purpose, if required. Canvas covers for rifles.

He is to be very careful not to suffer the bare gun-metal adzes, which are supplied for the use of the magazine, to be struck against the copper hoops of the powder barrels, but he is always to have the wooden setters applied to them to convey the stroke from the adze, there being several instances of strong sparks of fire having been produced from the stroke of a metal adze against a metal setter or a copper hoop. Gun-metal adzes.

When he has received all the guns, stores, and ammunition, he is (if required) to give a certificate to the Military Storekeeper, that everything has been delivered to him complete and in good order, according to the establishment. Certificate to be given when guns, &c. are received.

He is to take care that the stores are carefully returned—packed as they were received—in their several cases or barrels, and that none of the articles are incautiously mingled together,—several instances having occurred of stores being returned in a most incautious and dangerous manner, a variety of articles having been found in the same case or barrel, such as broken cartridges with loose powder, filled flannel cartridges, pieces of port-fire, detonating and quill tubes, and even iron nails, flints, and detonating caps,—and an instance having occurred of signal rockets, blue lights, and loose powder having been mingled in the same barrel, with the other articles before enumerated; particular attention is therefore to be paid to this subject, in order that so very dangerous a practice, arising from culpable negligence, may not be repeated. Returning stores,—care to be taken in the re-packing

Being supplied with proper material for the purpose, he is never to allow the flannel bags and cartridges to be tied with tarred ropeyarns. Tarred ropeyarns not to be used to tie cartridges.

When a salute is to be fired, the Gunner is to see that the proper guns' crews are in their respective stations; the guns, if loaded, are to be drawn, wormed, sponged, and re-loaded. Firing salutes.

if unloaded, they are to be wormed, sponged, and loaded; and whenever it may be necessary to re-load a gun after firing, it is to be run in to a taut breech, and then wormed and sponged, the vent being stopped by a properly fitted vent-plug: Port-fires are not to be used in firing salutes, but the guns are to be fired either with salamanders, or the percussion tubes and hammers. Though the Gunner may believe that all the before-mentioned precautions have been taken, he is to lay the guns so as to prevent the possibility of mischief, in the event of a shot or wad being left in any of the guns.

Port fires not to be used in saluting.

Wads not to be used when saluting.

Reduced charges for saluting. Life buoys.

Signal lights for boats to make known position

Wads, or cartridges fitted with cork or other wads, are never to be used in blank exercise, or when saluting.

Reduced charges are to be used for saluting and scaling.

He is to see that the life buoys are ready for use at any time during the day or night; and he will take care that there is placed, on going to sea, in the quarter boats (or if none are carried, in the stern boat) a quarter case, containing a sufficient number of blue lights, rockets, long lights, blank cartridges, and flash pans, together with a horn of powder, and a musket, to enable a boat, when lowered at sea, to make known her position.

INSTRUCTIONS FOR BOATSWAINS.

Attendance upon deck.

The Boatswain is to be frequently upon deck in the day, and at all times both by day and night when any duty shall require all hands being employed. He is, with his Mates, to see that the men go quickly upon deck when called, and that, when there, they perform their duty with alacrity.

To examine rigging.

He is, every day, before 8 A. M., and as much oftener as desirable, according to the service the Ship is employed on, to examine the state of the rigging, to ascertain whether any part may be chafed, or likely to give way, and report to the Officer of the watch the state in which he finds it, in order that steps may be immediately taken to repair or replace whatever may require being so dealt with. He is at all times to be careful that the anchors, bocms, and boats be

properly secured: and he is to be very attentive to have ready at all times a sufficient number of mats, plates, ^{Anchors, booms and} knap-^{boats to be pro-}pers, points, and gaskets, that no delay or inconvenience may be experienced when they are wanted. He is, so far as the ^{perly secured and ready for use.} same may depend upon him, to keep the boats ready for immediate service and the boats' gear constantly rove.

He is to be very attentive in observing, in the working up ^{Working up} of junk, that every part of it is converted to all such pur-^{junk.} poses as may be ordered.

When the Ship is preparing for battle, he is to be very ^{Preparation for battle.} particular in seeing that everything necessary for repairing the rigging is in its proper place, that the men stationed to that service may know where to find immediately whatever may be wanted.

He is very carefully to examine the sails when they are ^{To examine} received on board, and is to inform the Captain if he dis-^{sails.} covers any defect in them or any mistake in their number or dimensions. He is also to examine very carefully whether they be perfectly dry, when they are put into the sail room, that if any part of them be damp, the first proper opportunity may be taken to dry them.

He is to keep all the sails correctly tallied, and so disposed ^{Sails to be} of in the sail rooms as to enable him to find immediately any ^{tallied.} that may be wanted.

He is to inspect frequently the condition of the sails in the ^{Sail rooms to be frequently} sail-rooms, to see that they are not injured by leaks or ver-^{examined.} min; and he is to report to the Captain, whenever it shall be necessary to have them taken upon deck to be dried.

When the ship is ordered to be paid off, he is to be very ^{On paying off.} attentive to prevent any of the rigging being damaged or out. He is to see every part of it properly tallied and stopped together for returning into store.

If the ship be furnished with wire rigging, he is, while ^{Wire rigging.} fitting out, to attend in the Dock yard to make himself acquainted with the process of splicing such rigging.

INSTRUCTIONS FOR CARPENTERS.

Masts and yards, hull, &c. to be examined when Ship is commissioned

When any Ship shall be ordered to be commissioned, the Carpenter is to inspect very minutely the state of her masts and yards, as well those in store in the Dock-yard as those on board, to ensure their being perfectly sound and in good order. He is also to examine every part of the hull, the magazines, store-rooms, and cabins, and is to report to the Captain, and to the Master Shipwright at the port, any defect or deficiency which he may discover in any of them.

Masts and yards to be examined daily.

When the Ship is at sea, he is every day, before 8 A. M., and as much oftener as may be desirable, according to the service the Ship is employed on, to examine into the state of the masts and yards, and report to the Officer of the watch when he discovers any of them to be sprung, or to be in any way defective.

Pumps to be kept in good order.

He is to be particularly careful in keeping the pumps in good order, always having at hand whatever may be necessary to repair them.

Boats, ladders, and gratings.

He is to keep the boats, ladders, and gratings in as good condition as possible, always repairing every damage they may sustain as soon as he discovers it, that when the Ship shall return into port the workmen of the Dock-yard may have only the material defects of the Ship to repair.

Shot-plugs for stopping shot-holes.

He is to keep always ready, for immediate use, shot-plugs and every other article necessary for stopping shot-holes, and repairing other damages in battle; and during action he is, with the part of his crew appointed to assist him, to be continually going about the wings, passages, and holds, to discover whether shot may have passed through, that he may plug up the holes and stop the leaks as expeditiously as possible.

Wings and passages to be kept clear.

If he should, at any time, find stores or any other articles stowed in the wings or passages, in such a manner as might interfere with his working, if required to cut out shot or to stop leaks during an action, he is to report it to the Captain, that they may be removed.

Defects.

When the ship is going into port, he is to prepare as correct an account as possible of the defects of the hull, masts, and yards of the ship, and the repairs she may stand in need

of, which he is to deliver to the Captain. In making this report, he is to be very careful not to exaggerate any defect, by which there may appear to be a greater necessity for the ship's being repaired than does really exist, nor to conceal any which may really require to be repaired.

He is to be particularly attentive in observing the exertions, and in examining the works, of Artificers sent from other ships to assist in repairing the ship he belongs to; and he is to report to the Captain when he discovers any who, by their want of skill, or want of diligence, shall appear to be undeserving of the additional wages appointed to be paid them. He is also to be very particular in superintending the works that may be done by hired Artificers, reporting those whom he may find to be idle, unskilful, or negligent, that such deductions may be made from their pay as to the Captain shall seem proper.

Conduct of Artificers sent from other ships.

Hired artificers

Whenever the Ship shall be, for any purpose, ordered to be heeled, he is to see that all the pumps are in good order, and ready to be worked; he is to station one of his Mates to observe, by sounding the well, whether any material increase of water is occasioned, and he is to attend to this frequently himself whilst the Ship continues heeled, and to be particularly attentive to see that the lower deck-ports continue well secured.

When the ship is ordered to be heeled.

The Caulker is to be under the immediate direction of the Carpenter, who is to see that he examines frequently the caulking of the Ship's sides and decks, particularly those parts where the seams are most likely to be opened by the working of the Ship; and the Caulker is to report to the Carpenter any part of the caulking which he finds defective; and, when directed to repair it, he is to be careful that the oakum he uses is dry and in good condition; and if any men be employed to assist him, he is to see that their work is perfectly well executed.

Conduct of Caulker.

TRANSPORTATION OF TROOPS.

**Preparation for
embarkation.**

When any ship in command of an officer of the Naval Brigade shall be required to convey or transport troops from one point to another, in the provinces, he is to see that the ship is properly fitted for the purpose. He is to make proper arrangements for their embarkation. He is to receive a list of officers and men from the commanding officer of the troops, or from such officers as may be appointed to superintend the embarkation. He is to see that proper berths be assigned for them, (the officers according to their respective ranks) and convenient places are prepared for their arms, accoutrements, ammunition and baggage. He is to cause to be provided, in addition to that required for the use of the ships' company, such cooking apparatus and utensils as may be required for the number of troops to be taken on board. He is to have guards placed over the water casks

**Cooking and
distribution of
provisions.**

and a proper system and economy exercised in the cooking and distribution of provisions. He is to understand that

Discipline.

although the discipline of the ship requires that the troops and their officers, as well as the ships' company, are to be under his control, nevertheless, he is to leave the troops to the management of their own officers, as far as it can be consistently allowed. He is to see that a sufficiency of deck-

Ventilation.

tubes are fitted, and wind sails put on board to ensure proper ventilation. He is to see that a proper number of boats of requisite size, construction, and condition, are provided

**Precautions
against acci-
dents at sea.**

whenever such can be procured, to ensure safety in the event of any accident occurring during the voyage, and to make the necessary arrangement to prevent confusion in embarkation.

**Preparations
for threatened
attack.**

In the event of the ship being attacked or threatened with an attack by an enemy, during the voyage, he is to make a proper disposition of the troops as well as of the ships' company. Always bearing in mind not to expose more men to the enemy's fire than is necessary to work the ship and to fight the guns. As men with small arms cannot be used effectually on ship board except at close quarters, he is to bear in mind that while conveying any considerable body of troops as would probably prevent him from properly manœuvring the ship or working the guns he should not in-

vite, but rather avoid an action, with an enemy's ship, even if only of his own size or metal.

It is difficult to lay down rules for the guidance of officers in their duties under all circumstances in the foregoing service. Much depends upon the judgment and zeal of the Officer in command as well as to the unremitting care, energy and skill of his subordinates.

CONVOYS.

When an Officer is ordered to afford Convoy and protection to Merchant-vessels, he is to take care to arrange with the Masters of the several Merchant-vessels, such signals as shall enable him thereby to regulate their movements and enable them to communicate their wants to him: he is also to furnish each on a separate paper such secret instructions and signals as he may deem necessary under the circumstances, adding a written charge to each Master, on no account to inform any person of the same, but to keep the said paper in his own possession until the end of the voyage, and then, or in the event of his being captured, to destroy it.

Convoy signals and instructions.

He is to make a list of the names of the vessels under his Convoy, and before he sails from any port in the Provinces, he is to transmit a copy of such list to the Naval Commander-in-Chief on the Station.

List of Convoy to be transmitted to Commander-in-Chief.

He is enjoined not to suffer any person in the Ship to receive on any pretence whatever, any Fee, Reward, or Gratuity, from any Owner or Master of any Ship or Vessel, or from any person on board, for the protection afforded them.

No Fees to be taken.

The Officer who shall have charge of a Convoy is to consider the protecting of it as his most particular duty, in the execution of which he is to be very watchful to prevent its being surprised; and to defend it, if attacked; and he is to be careful not to part company from it.

Protection of Convoy.

He is to keep the Merchant Ships well collected, and is to be attentive, while he endeavours to proceed with all pos-

To keep Convoy collected.

**Vessel in
distress.**

sible expedition, not to carry more sail, or to proceed at a greater speed than will admit of the heaviest sailing Ships keeping company with him without risk of springing their masts or straining the Ships; and if any of them shall be in distress, either from badness of weather, or any other cause, he is to afford them every necessary assistance; but if he shall find such distress to be the consequence of the Vessel's not having been properly fitted, or stored for the voyage she was intended to make, he is to report the particulars to the Naval Commander-in-Chief.

**Convoy
separating.**

If any Vessel under Convoy shall separate from the Fleet without having express permission so to do, the Officer commanding the Convoy is to send by the first opportunity to the Naval Commander-in-Chief the name of the vessel, and of her Master, and Owner, with the residence of the latter, and a particular and circumstantial account of the manner, or supposed manner, of her leaving the Fleet, and the time of her quitting it, as nearly as can be ascertained, with any other observations with regard to the occurrence he may be able to offer, so that, if she be captured after having separated, the Underwriters may be enabled to judge whether they ought to pay her insurance.

**Commanding
Officer's distin-
guishing light.**

The Officer commanding a Convoy may carry one or more Lights during the night, as from circumstances he shall think proper; or he may direct any other Ship or Ships to do so.

**When two or
more convoys
continue
together.**

While two or more Convoys continue together the senior Officer is to command the whole.

PRIZES AND PRISONERS.

**Distribution of
prize moneys.**

In the distribution of Prize moneys, bounties, or other allowances or rewards, granted for the capture, seizure, ransoming or destruction of an Enemy's ships, vessels, or other property, only such officers and men and boys will be entitled to a share in such distribution as were actually present and personally assisted in the operation. The laws which may regulate the apportionment of Prize moneys, bounties, rewards, or allowances in the Royal Navy, for the

time being, will be applicable to this service, and the distribution among the various grades of officers, men and boys will be made in like manner.

When any Ship or Vessel shall be captured, or detained, her Hatches are to be securely fastened and sealed, and her Lading and Furniture, and, in general, everything on board, are to be carefully secured from Embezzlement; and the Officer having charge of such Ship or Vessel shall prevent anything from being taken out of her, until she shall have been tried, and sentence shall have been passed on her, in a Court of Admiralty or Vice-Admiralty.

On capture or detention of a vessel.

The Commanding Officer shall cause the principal Officers of any Vessel he may detain, and such other persons of the Crew he shall think fit, to be examined as witnesses, in the Court of Admiralty or Vice-Admiralty, to prove to whom the Vessel and Cargo belong; and he shall send to the said Court all Passports, Custom-House Clearances, Log-Books, and all other Ship's Papers, which shall be found on board, without suffering any of them to be on any pretence secreted or withheld.

Witnesses for Admiralty Court

Ship's papers.

The Commanding Officer is to take particular care that all Prisoners of War are treated with humanity; that their personal property is carefully protected; that they have their proper allowance of provisions, viz., two-thirds of all species, except Spirits, Wine, or Beer, of which none shall ever be issued to them; and that every comfort of air and exercise which circumstances admit of, be allowed them; but to prevent any hostile attempts on their part, they are to be always attentively watched and guarded, especially when many of the Ship's Company may happen to be employed aloft.

Prisoners to be treated with humanity.

If any Ship or Vessel shall be taken acting as a Ship of War or Privateer without having a Commission duly authorizing her to do so, her Crew shall be considered as Pirates, and shall be dealt with accordingly.

Privateers.

If any one of Her Majesty's subjects shall be found serving on board an Enemy's Ship of War or Privateer, he shall be closely confined, until an opportunity shall offer for his being tried as a Traitor. The Commanding Officer shall, by the first opportunity, send an account of him, and of his place of birth, if known, to the Naval Commander.

Traitors.

in-Chief, and he shall also direct some of the Officers and Men of the Ship to notice very particularly every circumstance of the case, that they may be able to give evidence against such offender.

ALLOWANCES FOR LOSS OF CLOTHING, INSTRUMENTS, &c.

Principle on which compensation is given.

The principle upon which allowances for articles lost on service are granted, is that of enabling individuals to re-equip themselves for service: and allowances are, therefore, not to be considered as given for the purpose of making good the full amount of loss sustained.

Only for unavoidable losses.

Allowances are to be only made for losses which have been altogether unavoidable, such as—

Losses in action with the enemy;

By accidental fire;

By shipwreck;

By capture at sea;

Provided that, in all these cases, every exertion was used to prevent the loss; and that it was not incurred by the neglect or fault of the applicant for relief.

Special cases.

If the Admiral or Commanding Officer of the Squadron on the spot shall be satisfied, on inquiry, that losses have been unavoidably sustained, which in his opinion may admit of compensation on the principles laid down in the foregoing Regulation, though not precisely specified therein, he shall be at liberty to make a special representation thereof, transmitting the necessary proofs to the Secretary of the Admiralty for final decision.

Deceased Officers.

No claim will be admitted for losses incurred by Officers or men who are not still living.

Value.

The whole Equipment of Officers of the several ranks, including the articles in wear, shall be valued according to a Scale to be regulated hereafter.

Form of claim.

The claims of all Officers to Allowance for articles lost on service, shall be made out, and certified according to their form,

and separate lists shall be transmitted of all Instruments and Books on subjects strictly professional, showing their original cost. In case of an Officer claiming compensation for the loss of a Chronometer, Sextant, or other instrument, a certificate must be produced from the Officer in command that the article lost was used in the navigation of the Ship; and the number, and maker's name, of a Chronometer lost, are to be specified. If the Officer shall be entitled to compensation, instruments will be supplied to him in lieu of those lost.

Instruments.

If Losses should occur in other situations, where a greater extent of equipment is absolutely required by the nature of the service, the actual amount of loss suffered, and the circumstances attending it, may be specially stated at any inquiry appointed for the investigation of losses; such inquiry proceeding, in the investigation of the claim, upon the same principle as in the preceding Article. The opinion of the Officers assisting at such inquiry is to be forwarded for the consideration of the Naval Commander-in-Chief.

Equipments for special services.

No claim shall be admitted on account of the loss of Money. Money, being the private property of individuals.

FULL PAY, ALLOWANCES, AND EXTRA PAY.

The officers, petty officers, seamen and boys, belonging to the Naval Brigade, while on active service afloat, shall be entitled according to their respective ranks and ratings to the existing rates of full pay allowed officers, petty officers, seamen and boys of the same ranks and ratings of the Royal Navy, at the time of such service.

Pay allowed according to existing rates in the Royal Navy.

LEAVE OF ABSENCE.

No officer to be absent more than 48 hours, nor to leave the port.

No Officer shall have leave to be absent from his ship for more than 48 hours at one time, without the sanction of the Commander-in-Chief or senior Officer present ; nor shall the Captain or any other Officer go from the immediate neighbourhood of the Port where his Ship may be, without the approval of such Commander-in-Chief or senior Officer.

Application for leave.

All applications for leave, on the part of Officers, are to be made in the established form, and transmitted by the Captain of the Ship to which the applicant belongs for the consideration of the Commander-in-Chief of the Station or Squadron.

Address of officers on leave.

All Officers when on leave are to keep the Officer in command of the Ship to which they belong acquainted with their address, so that in the event of the exigencies of the service

May be recalled.

requiring them to return before the expiration of their leave, they may be recalled by letter, or by telegraph, if necessary.

When leave is not to be given.

No application for leave of absence, from any Officer or other person belonging to a Ship under sailing orders, or about to proceed to Sea, will be entertained, except in the most urgent cases ; and no leave under such circumstances is to be given without the sanction of the Naval Commander-in-Chief.

PENSIONS.

Principles under which pensions are granted.

Liable to be forfeited.

Commencement of pension.

The Pensions authorized by these Regulations cannot be claimed as a *right* ; they are granted as rewards for good and faithful service rendered by deceased Officers ;—they will only be conferred on persons deserving the Public Bounty ; the ordinary Pension will not be granted to Widows left in wealthy circumstances,—and the Pensions are liable to be discontinued altogether, in case of any misconduct rendering the individuals receiving them unworthy of the Public Bounty.

The Pensions of all Widows shall commence from the day following that in which their husbands died, provided appli-

cation be made by the Widow within Twelve Months from the same, otherwise from the time only of such application.

If the claim of a Widow to Pension shall not be established *before her death*, the amount of Pension to which she would have been entitled if living, shall not be allowed to her representatives. Widow's claim must be established before her death.

The eligibility of a widow to be placed on the Pension List will be in accordance with the Regulations of the Royal Navy. Eligibility of a widow to receive pension.

When an Officer is killed in action, and leaves no Widow nor legitimate child, but leaves a Mother who is a Widow in distressed circumstances, and who was dependent upon him, the Mother shall receive a Pension equal to the ordinary rate of Widow's Pension attached to the rank which her Son held at the time of his death; but if such Mother shall herself be in the receipt of a Pension as an Officer's Widow, or shall have any other provision of any kind from the public, in that case no Allowance will be made to her on account of her Son, unless she gives up the other Pension or Allowance, and the Pension given to a Mother on account of her Son will be forfeited on re-marriage, and will not be restored in the event of her again becoming a Widow. Pensions to mothers of officers.

Sisters of Officers are not eligible to any Allowance, unless under very special and extraordinary circumstances, to be judged of by the proper authorities. The Allowance will not exceed that which would be given to a Mother, and will not be given in any case unless the Officer shall have fallen in action, or shall die of wounds received in action, within six months after being wounded, and shall have left no Widow, legitimate Child, nor Mother, nor unless the Sister shall be an Orphan, having no surviving Brother, and shall have been dependent for support upon the Officer killed. Every Pension so granted will cease when the person receiving it shall marry, or be in any other manner sufficiently provided for. Allowances to sisters of officers.

Allowances on the Compassionate List to the legitimate Children of deceased Officers, may be given in those cases in which the Widow of the Officer would be entitled to be placed on the Pension List; provided it be shown that the Compassionate allowances to legitimate children of officers.

Children have no other Allowance, Pension, or Provision from the Government; and that their pecuniary circumstances, and those of their family, are so limited, that they actually require assistance.

NAVAL CADETS.

Application, &c. to be addressed to commanding officer of the Brigade. The application of the Candidate accompanied by a letter from his Parent or Guardian, and also a Certificate from the Clergyman of the Church he attends, certifying to his age and general good conduct, must be addressed to the Commanding Officer of the Brigade, who, if the application is approved of, will forward it to the Naval Commander-in-Chief for his consideration.

Examination.

Every Candidate, on being nominated, will be required to pass an Examination three months after Nomination.

Qualifications.

Candidates will be required—

- 1.—To produce a Certificate of Birth, or Declaration thereof made before a Magistrate.
- 2.—To be in good health, and fit for the Service, that is, free from impediment of speech, defect of vision, rupture, or other physical inefficiency.
- 3.—To write English correctly from dictation, and in a legible hand.
- 4.—To read, translate, and parse an easy passage from Latin, or from some Foreign Living Language.

N. B.—The aid of a Dictionary will be allowed for these Translations.

And to have a satisfactory knowledge of—

- 5.—The leading facts of Scripture and English History.
- 6.—Modern Geography, in so far as relates to a knowledge of the principal Countries, Capitals, Mountains, and Rivers. To be able to point out the position of a place on a map when its Latitude and Longitude are given.
- 7.—Arithmetic, including Proportion, and a fair knowledge of Vulgar and Decimal Fractions.
- 8.—A knowledge of the Definitions and Axioms of the First Book of Euclid.

As Drawing will prove a most useful qualification for Naval Officers, it is recommended that Candidates for the Service should be instructed therein.

He will be required to pass subsequent examinations after qualifying himself for the Commission of Sub-Lieutenant.

SHIPS FITTED WITH STEAM MACHINERY.

When a Captain or other Officer is first appointed to the command of a Ship fitted with steam machinery, he is to use all possible diligence in making himself acquainted with the principles and construction of the boilers and engines, and the uses of their various parts; he is also to ascertain the age of the boilers and engines, and the nature and date of any extensive repair they may have received; and he is to obtain such other information as may be calculated to make him thoroughly acquainted with the history and capabilities of the machinery.

Officers in command are, when their Ships are fitting out, to make themselves acquainted with the position, dimensions, and uses of the external valves, more especially of those under water, and the Superintendent of the Dockyard will, on application, furnish any information on the subject that may be required.

To prevent accidents by fire from spontaneous combustion of coals, the Captain is, when fitting out, to see that the whole of the wood-work of the coal-boxes, whether it form part of the side of the Ship, or otherwise, be securely lined with iron or copper sheathing. He is to order the greatest care to be taken that the coals are never shipped wet: and that, when shipped, they be kept as dry as possible.

Whenever a fresh supply is received on board, he is to give directions that those remaining in the coal-boxes be, as far as may be practicable, so trimmed as to ensure their being first used.

The Captain is, when leaving the port at which the Ship, under his command has been fitted out, to take with him every article of spare gear belonging to her establishment.

**Cleaning
boilers.**

Whenever the Chief or senior Engineer may report to the Captain the necessity of removing the incrustation and deposits which form in the interior of boilers after service under steam, the Captain is to allow the necessary time for performing this work.

**Expansion of
steam.**

As a considerable saving in the consumption of fuel may frequently be effected by reducing the engine power, so as not materially to diminish the speed of the Ship, the Captain is to make himself acquainted with the principle and effect of the expansion of steam—observing that the expansion gear should at all times be employed when the engines are not worked up to their full power.

**Trial of ship
under steam.**

In order to ascertain the capabilities of the Ship under his command, he is, as soon as he proceeds to sea, to make careful and repeated trials of using the steam expansively under every variety of wind and weather, draught of water, and other circumstances, so as to be at all times enabled to apply the principle of expansion according to the nature of the service on which he may be engaged, and to calculate with accuracy the number of days and hours the Ship can be under steam (according to the different steps of the cam, or other means of gradation, at which the steam can be cut off) without being obliged to put into port for a fresh supply of fuel.

**Use of steam
power to be
avoided as
much as
possible.**

Except for the experiments ordered in the foregoing Article (and which will be necessary only when the information required cannot be obtained from reports of the performances and capabilities of the Ship on former occasions), the Captain is most carefully to avoid getting up, or keeping up, the steam in any case where the use of sails alone would enable him to perform, in a satisfactory manner, the duty on which he is engaged. For the slightest neglect of this part of his instructions—a neglect which might perhaps cripple the resources of his Ship at the very time that her services may be most urgently required,—he will be held responsible. The engine-room fires are not to be lighted, without the permission of the senior Officer present, except in cases of emergency or danger, where such senior Officer cannot be conveniently communicated with by signal or otherwise.

**Fires not to
be lighted
without
permission.**

Instances have occurred in which ships have been improperly forced head to wind by the full power of steam, and have expended all their store of fuel before the end of the voyage, whereas if sail and a moderate power of steam had been used, not only would a saving of fuel have been effected, and the voyage performed in less time, and with less wear and tear, but the delay and other evils incident on putting into port to obtain a fresh supply would have been avoided. From the experience obtained of late years in the management of steam ships of the Royal Navy, especially of those propelled by the screw, it is to be hoped that no such instances will occur in this service; but with regard to the use of sail, either with or without the aid of steam, or the power at which the engines are to be worked under certain circumstances, it is impossible to lay down precise rules; each Officer must be guided by his own judgment in these matters, remembering that he must be prepared to justify every expenditure of fuel for steaming purposes, should he be called upon to do so. His judgment will necessarily be based upon a consideration of the urgency and nature of the service to be performed, of the wind and weather, as well as of the difficulty of the navigation, and of the sailing and other qualities of the ship; but he is to take care,—1st, that steam be never used at all when the service can be equally or nearly as well performed without it.—2ndly, that sail be never dispensed with when it can be usefully employed to assist the steam,—and 3rdly, that full steam power be not employed when reduced power would answer the purpose required.

Whenever steam is used, the Captain is to cause a notification, underlined with red ink, to be inserted in the log-book, of the service on which the ship is employed, or of the emergency of the occasion, which rendered it necessary to have recourse to that power; he is also to cause the distance performed under steam to be marked upon the track chart in red ink; and on every occasion of his rejoining his Commander-in-chief or senior Officer, after having been detached from him on any service, he is to make a return to such Commander-in-chief or senior Officer, showing the time, &c., during which the ship has been under steam.

Use of sail.

When steam is used to be noted in log-book, and upon track charts in red ink.

**Cleaning
boilers.**

Whenever the Chief or senior Engineer may report to the Captain the necessity of removing the incrustation and deposits which form in the interior of boilers after service under steam, the Captain is to allow the necessary time for performing this work.

**Expansion of
steam.**

As a considerable saving in the consumption of fuel may frequently be effected by reducing the engine power, so as not materially to diminish the speed of the Ship, the Captain is to make himself acquainted with the principle and effect of the expansion of steam—observing that the expansion gear should at all times be employed when the engines are not worked up to their full power.

**Trial of ship
under steam.**

In order to ascertain the capabilities of the Ship under his command, he is, as soon as he proceeds to sea, to make careful and repeated trials of using the steam expansively under every variety of wind and weather, draught of water, and other circumstances, so as to be at all times enabled to apply the principle of expansion according to the nature of the service on which he may be engaged, and to calculate with accuracy the number of days and hours the Ship can be under steam (according to the different steps of the cam, or other means of gradation, at which the steam can be cut off) without being obliged to put into port for a fresh supply of fuel.

**Use of steam
power to be
avoided as
much as
possible.**

Except for the experiments ordered in the foregoing Article (and which will be necessary only when the information required cannot be obtained from reports of the performances and capabilities of the Ship on former occasions) the Captain is most carefully to avoid getting up, or keeping up, the steam in any case where the use of sails alone would enable him to perform, in a satisfactory manner, the duty on which he is engaged. For the slightest neglect of this part of his instructions,—a neglect which might perhaps cripple the resources of his Ship at the very time that her services may be most urgently required,—he will be held responsible. The engine-room fires are not to be lighted, without the permission of the senior Officer present, except in cases of emergency or danger, where such senior Officer cannot be conveniently communicated with by signal or otherwise.

**Fires not to
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As Drawing will prove a most useful qualification for Naval Officers, it is recommended that Candidates for the Service should be instructed therein.

He will be required to pass subsequent examinations after Subsequent examinations. qualifying himself for the Commission of Sub-Lieutenant.

SHIPS FITTED WITH STEAM MACHINERY.

When a Captain or other Officer is first appointed to the command of a Ship fitted with steam machinery, he is to use all possible diligence in making himself acquainted with the principles and construction of the boilers and engines, and the uses of their various parts; he is also to ascertain the age of the boilers and engines, and the nature and date of any extensive repair they may have received; and he is to obtain such other information as may be calculated to make him thoroughly acquainted with the history and capabilities of the machinery. Captain's duty on appointment

Officers in command are, when their Ships are fitting out, to make themselves acquainted with the position, dimensions, and uses of the external valves, more especially of those under water, and the Superintendent of the Dockyard will, on application, furnish any information on the subject that may be required. External valves.

To prevent accidents by fire from spontaneous combustion of coals, the Captain is, when fitting out, to see that the whole of the wood-work of the coal-boxes, whether it forms part of the side of the Ship, or otherwise, be securely lined with iron or copper sheathing. He is to order the greatest care to be taken that the coals are never shipped wet: and that, when shipped, they be kept as dry as possible. Precautions against spontaneous combustion.

Whenever a fresh supply is received on board, he is to give directions that those remaining in the coal-boxes be, as far as may be practicable, so trimmed as to ensure their being first used. Fresh supplies.

The Captain is, when leaving the port at which the Ship, under his command has been fitted out, to take with him every article of spare gear belonging to her establishment. Spare gear to be taken on board.

Stokers not to be called out of the engine room when under steam.

The Stokers are not to be called out of the engine-room when the ship is under steam, except in cases of actual necessity. In all such cases the order is to be given through the senior Engineer on duty at the time, so that he may take such precautions as may be necessary.

Defective machinery requiring ship to go into port.

When a Steam Ship puts into any port on account of defective machinery, the Captain is to require the senior Engineer Officer on board to state, in writing, the reasons which may have rendered such a step necessary, instead of making the requisite repairs at sea; and the Engineer's statement is to be appended to the list of defects for the information of the senior Officer at the port at which the ship arrives, who is to transmit these documents, with any remarks he may have to offer thereon, to the Commander-in-chief of the Station or Squadron.

Fires not to be kept banked.

Whenever the nature of the service on which a Steam Ship may be employed is not likely to require the steam to be got up in the shortest possible time, the fires are not to be kept banked after steaming, but to be drawn when the engines are no longer required.

Steam not to be got up quickly, except in urgent cases.

To prevent the injury sustained by boilers by getting up the steam as quickly as possible, the Captain, except in cases of extreme urgency, is to cause the fires to be lighted sufficiently early to allow the several parts to become gradually heated.

Screw to be raised once a month.

The Captain, when appointed to any Steam Ship fitted with the necessary apparatus for the purpose, is to cause the screw to be raised at least once a month, and carefully examined, and the result of the examination is to be inserted in the engine-room register, and in the Engineer's report of the state of the engines. Whenever there are surfaces of iron exposed to the action of the water, the screw should be kept shipped, and not suspended in the trunk; but if there should appear to be any particular reason to justify a deviation from this course, the screw is to be lowered at least once a-month, and turned round by the turning gear, to ascertain that the fittings are in all respects in working order, when the result, and the particular circumstances

To be lowered.

that rendered it desirable to keep the screw unshipped, are to be recorded in the register and periodical return before mentioned.

The attention of all Officers is called to the liability to injury to which the machinery is exposed by anything falling thereon when the parts are in motion. Whenever the hatch immediately over the engines is left open, care is to be taken that the lower hatch be never left uncovered by the iron gratings; and should any additional precaution be necessary, the spaces between the bars of the gratings are to be interlaced with wire, or some other effectual means adopted to prevent even small things falling on the machinery.

Care to be taken to prevent things falling on the machinery.

The Officer in command of a Steam Ship is to cause a careful examination of the machinery and boilers to be made at regular intervals; and a special report is to be forwarded to the Commander-in-chief, of the result of the examination.

Examination of machinery and boilers to be made at intervals.

The Captain will cause the Chief Engineer to devote one or two hours in the course of each week to the instruction of all the Subordinate Officers of the Military Branch, and of such of the Commission Officers of the same branch as may desire to avail themselves of this advantage, in the several parts of the engines and boilers, and in the practical working of the machinery; he will, from time to time, ascertain from the Chief Engineer the progress made by the Officers in this important branch of knowledge, and, with regard to the subordinate Officers, he is to note the result of his inquiries in the half-yearly return of their qualifications.

Chief Engineer to instruct Officers in the practical working of the machinery, &c.

The Captain is to visit the engine-room once at least in every twenty-four hours; and he is to inspect the engine-room register every day soon after noon, taking care to observe that, not only all the information denoted by the heading of the several columns, but likewise every other circumstance connected with the machinery, &c., of interest to steam navigation in general, or especially affecting his own ship, be fully and properly recorded.

Engine room and register to be inspected daily.

Immediately after a ship fitted with Steam Machinery shall be paid-off, a very minute and careful survey shall be held on every part of her machinery and boilers; and a report of this survey, in duplicate, is to be made to the Commander-in-chief.

Machinery and boilers to be minutely surveyed on the ship being paid off.

Regulations for the Uniforms, Equipments, and Badges of Rank, to be worn by Officers, Seamen and Boys of the Naval Brigade.

The following Uniforms, Equipments, and Badges of Rank will, in accordance with the instructions of His Excellency the Commander-in-Chief, be worn by Commissioned Officers of the Naval Brigade:

OFFICERS OF THE STAFF.

COMMANDANT OF BRIGADE—*Coat*, blue cloth, (color as per pattern), double-breasted; eight buttons, Royal Navy regulation pattern, on each breast, two on back waist and two on side edge, nine inches below back waist; position of breast buttons as per Royal Navy Regulations; style of *Coat*—frock, round sleeves, unslashed cuffs; length of *Coat* for person of 5 feet 8 inches—38 inches, of which the skirt will be 18 inches; turned down collar, upon which, on each side, will be worn a silver and scarlet velvet crown; four bars and loop on each sleeve, of one-quarter inch gold flat lace, each bar one-quarter inch apart.

Trowsers, blue cloth; quarter inch gold braid lace on the outside seams.

Cap, blue cloth, Royal Navy regulation style; gold braid, one inch and a half wide.

Cap Badge, crown embroidered in gold and silver, and silver anchor, surmounted by gold laurel wreath, as per Royal Navy regulation.

Cap Peak, Royal Navy regulation pattern, embroidered on outside edge with band of gold oak leaves.

Sword and Scabbard, Royal Navy regulation pattern for Commanders.

Sword Belt, black morocco leather; brass gilt swivels and rings.

MAJORS—*Coat*, same as Lieut.-Colonel's, substituting star for crown on collar, and one less gold bar on sleeves.

Trowsers, same as Lieut.-Colonel's, substituting one-quarter for one-half gold lace on outside seams.

Cap, same as Lieut.-Colonel's, substituting mohair for gold band.

* *Full dress. Naval Epulettes are awarded with Rank. To be added to the Coat —*

Cap Peak and Badge, same as Lieut.-Colonel's.

SURGEON—*Coat*, same as Lieut.-Colonel's, but without crown or star on collars, and on the sleeves two bars one-quarter inch apart in gold lace one-quarter inch wide, and stripe of scarlet velvet between the bars, but without the coil. Buttons on breast of coat placed by threes.

Trowsers, same as Lieut.-Colonel's, substituting one-eighth gold braid lace on outside seam.

Cap, same as Major's.

Cap Peak, black patent leather, with band of one-eighth plain gold braid lace on outside edge.

Cap Badge, same style as Major's, substituting gold for silver in anchor and crown.

Sword Scabbard and Belt, same.

CHIEF ENGINEER—Entire uniform same as Surgeon, but substituting purple for scarlet velvet between the bars on sleeves. Buttons on breast of coat placed by fours.

INSPECTING OFFICER—Entire uniform same as Captain, but if a Commissioned Officer of the Royal Navy should be appointed for this service, he will wear the proper uniform and distinction lace of his rank.

MASTER OF GUNNERY—same.

ADJUTANT—same as Chief Engineer substituting white velvet between the bars on sleeves. Buttons on breast of coat placed by twos.

QUARTERMASTER—same.

ASSISTANT SURGEON—same as Surgeon, but with one bar only on sleeves, the velvet below the bar.

ASSISTANT ENGINEER—same as Chief Engineer, but with one bar only on sleeves, the velvet below the bar.

ASSISTANT MASTER OF GUNNERY—same as Master of Gunnery, but with one bar only on sleeves.

Waistcoats or Vests of all Staff Officers, blue cloth, single breasted, seven gilt Royal Navy buttons half-inch in diameter.

COMPANY OFFICERS.

Coat, frock, Navy blue, double-breasted—shade of blue as per sealed pattern; quality of cloth optional; twenty Royal Navy buttons regulation size, eight on each breast

in front, the lowest ones on waist seam, remainder 24 inches apart; two buttons on back of waist, 64 inches apart, two on back side edge, 9 inches below. Length of Coat for person of 5 feet 8 inches in height---38 inches, skirt about one-half. A small deviation will be permitted for those above or below that height.

Vest, same color---seven gilt Royal Navy Buttons---single breasted.

Cap---Royal Navy regulation pattern and color; black mohair band, 14 inches in width; black glazed peak.

Cap Badge---Silver crown and anchor, surmounted by gold wreath, as per Navy regulation, for all commissioned Executive Officers.

Trowsers---Navy blue; full dress, one-eighth inch gold braid cord in seam; undress, without gold cord.

CAPTAINS---Two small gold crowns on coat collar, as per pattern. Sleeves, round, unslashed cuffs, two bars and coil of one quarter inch gold lace on each sleeve; bars to be one quarter inch apart.

LIEUTENANTS---Two small gold anchors on coat collar, as per pattern. Sleeves, same pattern and width as the Captain's, but with only one gold bar and coil.

Swords---Navy regulation pattern; black leather scabbard.

Sword Belts---Do. do. do.

NAVAL CADETS---*Jacket*, Blue cloth, single-breasted, with nine notched button holes on each breast, and three on each cuff and pocket flap, with buttons to correspond; lined with white serge, stand-up collar, with notched button hole and button.

Buttons, the same as other officers.

Sword---No sword, but a dirk according to pattern.

Dirk Belt---The same as the Lieutenants' undress belt, but with frog instead of slings.

Cap---Cap and badge same as Warrant Executive Officers.

Warrant Officers, Petty Officers, Seamen and Boys.

WARRANT OFFICERS---*Coat*, (to be worn only as full dress,) Blue Navy cloth, if lined to be with serge, fall down

collar, blue lappels to button across, round cuffs, seven gilt R. Navy buttons on each breast, and three buttons across each cuff, and about four inches from edge of cuff, with corresponding blue silk twist button-holes.

Jacket, same as above. To be worn always on service.

Trowsers, blue Navy cloth plain.

Waistcoat, same as Lieutenant.

Cap, same as Commissioned Officers, but the badge only to be one and a half inch diameter.

Side Arms, Cutlass and Revolver Pistol, to be furnished by the Government; but issued only whenever the Brigade may be called into active service.

PETTY OFFICERS, SEAMEN AND BOYS.—*Blue Jacket*, to be made of navy blue cloth, doublebreasted, with turn down collar, sleeve sufficiently large to go easily over a duck and serge frock, and to reach to the hip, with an opening at the cuffs on the seam, with four buttons, one outside breast pocket, on each side, and seven crown and anchor buttons, seven-tenths of an inch in diameter, on each side, according to the pattern.

Blue Cloth Trowsers, to be made of navy blue cloth, of the ordinary naval pattern, fitting tight at the waistband, with two pockets and a fly front, and stained bone buttons, with white or light blue serge piping on outside seams.

Duck or White Drill Frock, to be made with collar and waistbands of blue or white Jean, each having a border of two rows of quarter of an inch white linen tape, one eighth of an inch apart, with one white metal dead-eye button at each of the wrists.

Duck Trowsers, if issued, to be made of white duck, in a similar manner to the blue trousers, with white metal dead-eye buttons.

Blue Serge Frock, if issued, to be made of the same material and pattern as that now in use in Royal Navy.

Pea Jacket, if issued, to be of blue Flushing, the same as the present pattern and material, with seven black horn buttons on each side, as per pattern, one inch in diameter.

Black Silk Handkerchiefs.

Hat, if issued, to be black, according to the season;

the hat to be four inches high on the crown, three inches wide on the rim, and seven inches across the crown, and made of tennet, covered with brown holland, painted black, with a hat ribbon, with number of Division as on Caps.

Cap, to be worn at night and at sea, whenever ordered. The cap to be made round, of blue cloth, and partially stiffened across the crown, similar in shape to that worn by naval officers without the peak. Diameter across the crown, for Men ten inches, for Boys nine inches, with a ribbon with words "Naval Brigade" and number of Division printed in gold letters upon it.

Badges.—Petty Officers and leading Seamen are to wear an embroidered mark of distinction in gold, on the upper part of the left sleeve of their jacket, as follows—

Carpenters.—Crown and Anchor encircled with laurel.

Coxswains.—Crown and Cross Anchor.

Leading Seamen.—Gun Numbers, a Gun and Crown.

Gunnery Instructors and Seamen Gunners are to wear an embroidered mark of distinction on the upper part of the right sleeve of their jackets, viz.

A Gun with rifle and cutlas crossed and crowned over.

On the blue frock the badge is to be of red cloth, and blue on the white frock.

Badge and Buttons of the approved pattern will be supplied.

Engineers will wear one bar of purple velvet one half inch wide around each cuff, below and parallel with the buttons.

Gunners the same, substituting *blue* for *purple* velvet

Boatswains wear the Uniform the same as Gunners, without the bar around the cuffs.

The Cap Badge of Engineer same pattern as Chief Engineer, but of the smaller size; all other Warrant Officers same as Commission Executive officers, but of the smaller size.

MEMORANDA.

White Vests and Gilt Buttons can be worn by all Staff and Company Commissioned Officers on state occasions.

Great Coats same as undress in Royal Navy. Sword to be worn always when on duty.

Belts.—The Sword and Belt to be worn over the coat.
Sealed patterns of cloth, buttons, lace, and badges of rank will be kept at Brigade Head Quarters.

In cases where Officers of the civil branch are entitled to wear only one bar, the velvet will be worn below the gold.

The cravat, neck-tie, or scarf will be black silk.

Gloves—White cloth or buckskin.

The trowsers will in all cases be worn over the boots.

Coats to be always kept buttoned when on service with six of the eight buttons, commencing from the waist upwards; when off duty the coat can be worn open if preferred, showing vest beneath.

As it is ordered that the uniforms of Officers of all the Divisions of the Naval Brigade throughout the Province shall according to rank, be alike, no deviation from the foregoing regulations will be permitted, excepting in length of coat, as before stated.

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